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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, January 16, 2002
TIME:	9:30 A.M.
PLACE:	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
   A. Introductions: *5 minutes each* – Ken Babb, Anna Chun, Darrick Lam
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE DECEMBER 19, 2001 ADVISORY COUNCIL ON AGING MEETING MINUTES**
4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Sacramento Report: *Jack Horak*
   D. Publicity and Public Relations Committee: *Bob Lipman*
   E. Transportation Committee Report: *Dorothy Kerr*
   F. BOS Committee: Lee Jessor
   G. Health Committee: Leonard Ke
5. **OLD BUSINESS**
   A. Community Outreach for Independent Living (COIL) InfoVan Project: *Darrick Lam*
6. **NEW BUSINESS**
   A. Discussion on Home-Delivered Meals Program: *Linda Lau*
   B. Advisory Council on Aging Membership: *Bill Hollabaugh*
7. **PUBLIC COMMENT**
8. **ADJOURNMENT**

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(REVISED)
MINUTES OF THE JANUARY 16, 2002
ADVISORY COUNCIL ON AGING MEETING
25 Van Ness Avenue, 8th Floor Conference Room

The meeting was called to order by Advisory Council on Aging President Bill Hollabaugh at 9:35a.m.

ROLL CALL
INTRODUCTIONS

Anna Chun was born and raised in San Francisco. She grew up in the Chinatown area, where her mother still lives. Her father passed away suddenly a year ago. After graduating from City College, she moved to Sacramento, where she received her B.S. in Recreation and Parks Administration from California State University in 1979. During her internship, she worked for the City of Sacramento Recreation Department and several recreation and park districts in the Sacramento area. In 1982, she returned to San Francisco to work at On Lok Senior Services as a Recreation Therapist. In 1983, she worked for a travel agency that escorted group tours to China. Most of the clients were elderly, and she really enjoyed their spirit, knowledge and company. In 1985, she decided to give Recreation a last shot before changing her career goals. She took a position as a Recreation Director for a housing development for seniors and families in Chinatown. After a couple of years, she developed an interest in property management, and in addition to her now part-time RD duties, her company hired her part-time as an assistant in an SRO in the Tenderloin. Later, she was hired to lease-up a brand-new, 152-unit senior housing complex in Milpitas. In 1990, she was promoted to property supervisor, overseeing six to eight properties in the Bay Area, the majority of them serving the elderly. Anna has always felt that if she left property management, it would be to work with the senior population. That is why seven years ago, she applied to be on the Advisory Council, so she could be current on senior issues and maybe make a positive difference for San Francisco seniors. On a personal note, she has been married for 15 years and has two children, Stanford (10) and Amanda (7).

Darrick Lam was born and raised in Hong Kong, the youngest of five children. His father is a medical physicist who taught at a government hospital until he retired in the late 1970s. His mother is a lifetime homemaker. Darrick grew up with a strong cross-cultural background, which has proved useful in his handling of the multicultural and diversity issues he often faces now. He also grew up with his maternal grandmother, who taught him the virtues of helping the disenfranchised. Darrick came to the U.S. in January 1985 as an international student. He attended the University of San Francisco from January to December of that year, and then transferred to the University of California at Davis in January 1986. While he was attending U.C. Davis, he worked as a Peer Counselor for the Drinking Responsibly In College (DRInC) Program. He also interned at a private nonprofit community-based organization, Health for All, Inc., where he learned all about Alzheimer's and other related dementia. After graduating from Davis with a B.A. in Sociology/Organization Studies in June 1987, he was recruited by Health for All, Inc. to assist the executive director in administration and be in charge of the agency's fiscal operations. In the fall of 1988, Darrick was admitted to the School of Social Welfare at the University of California at Berkeley. He started his program in the Health Management track and eventually also fulfilled the requirements for the Gerontology track. In May 1990, after he received his M.S.W., he was recruited by Self-Help for the Elderly to serve as the first director of its Alzheimer's Day Care Resource Center. This center is designed primarily for monolingual Chinese-speaking San Franciscans afflicted with dementia. In 1993, Darrick was promoted to director of Client

Services for the agency, also managing the Social Services Unit (including Case Management and Elder Abuse Prevention), Emergency IHSS Unit, Residential Care Facility for the Elderly Referral Unit, as well as the Housing I&R Unit. He also developed the Adult Day Health Care program for the agency before joining the Commission on the Aging (COA) in 1996 as a program analyst. In 1999, Darrick was promoted to Deputy Director of the COA, responsible for managing the personnel and internal operations of the agency. In March 2000, he was appointed the Acting Executive Director of the COA (after former Director David Ishida moved on to become the Regional Administrator for the federal Administration on Aging's Region IX). Darrick was appointed the Director of the Office on the Aging in September 2000. He currently serves on the Board of Directors of the American Society on Aging. He has completed his terms with the County Leadership Board of the United Way of the Bay Area and the Board of Directors of the Greater San Francisco Bay Area Alzheimer's Association. He is also an Affiliated Faculty Associate with the Stanford Geriatric Education Center. In addition, he is a Regional Trainer for the ASA's Serving Elders of Color: A Training and Networking Initiative, a partner of its New Ventures in Leadership program, and a representative on its Multicultural Aging Network. Darrick has been married for 8-1/2 years; he and his wife have two beautiful daughters.

Kenneth Babb was born in what is now Guiana. As a boy, he worked in the forest industries there, extracting timber. He left Guiana at age 14 or 15 in the early 1950s to go to London, England. He received his secondary education in London while in his twenties. Besides earning an L.L.B. degree, he also pursued agricultural studies, eventually becoming a grain technologist. He continued his legal studies, too, and reached a master's level in both law and agriculture. He served in the British Navy in the Mediterranean around the time of the Suez Canal dispute. At the invitation of the Canadian government, he left England in 1968 or 1969 for Saskatoon, where he worked for Intercontinental Grain as a wheat expert. In 1970, he came to the U.S. and taught at both U.C. Davis and the San Francisco Institute for Criminal Justice, where he also served as director. Kenneth worked in the criminal courts system here for a number of years; he was the director of the Own Recognizance Release program. In 1989, he moved over to the Housing Authority and still works there today.

Advisory Council on Aging members present: Marie Conroy-Salbi, Jack Horak, Bill Hollabaugh, Edna James, Lee Jessor, Edmund Jew, Leonard Ke, Bob Lipman, Lillian Markinson, Ernestine Pina McGoldrick, Betty McQuiston, Reeva Olson, Fran Watkins, Kenneth Babb, Tsukayo "Sox" Kitashima, Roger Langford and Anna Chun. **Excused:** Dorothy Kerr and Anne Kirueshkin. **Absent:** Adoracion Jimenez and Donna Calame.

Staff present: Darrick Lam, Linda Lau and Patrick Hoctel.

APPROVAL OF THE AGENDA
A motion to approve the agenda was made, seconded, and passed by consensus.

APPROVAL OF THE DECEMBER 19, 2001 ADVISORY COUNCIL MINUTES
A motion to approve the minutes was made, seconded, and passed by consensus after one correction. Edna James requested that her biography read "7-1/2" years in the licensing and certification of LTC facilities rather than "8-1/2."

REPORTS

PRESIDENT'S REPORT

Bill Hollabaugh reported that the Executive Committee was working on a booklet composed of the council members' biographies that appear in the minutes. He asked for all corrections, additions, etc. to be sent to him in the next couple of weeks. He also requested that Mr. Langford, Ms. Calame and Ms. Kitashima get their biographies to him as soon as possible, as these had not been recorded when they were originally presented. Mr. Hollabaugh would like to pass out the booklet at the next meeting to celebrate the first year of the current council. There was also some discussion of photos somehow being included in the booklet.

DIRECTOR'S REPORT

Federal Level

In terms of the Older Americans Act funding level, Congress has passed and the President has finally enacted the 2002 Older Americans Act appropriations on Thursday, December 20, 2001. Overall, the Administration on Aging (AoA) received $1.2 billion, a total increase of $96.7 million, or 8.77% over last year's budget. This increase includes:

1) An additional $31.9 million for Supportive Services and Centers;
2) $16.5 million for National Family Caregiver Support Program;
3) $11.6 million for Congregate Meals;
4) $24.5 million for Home-Delivered Meals;
5) $2.4 million for Training, Research and Discretionary Projects;
6) $567,000 for Aging Network Support Activities;
7) $2.3 million for Grants to Indian Tribes;
8) $3.5 million for Vulnerable Older Americans;
9) $2.5 million for Alzheimer's Disease; and
10) $903,000 for Program Administration.

The only program category that received the same level of funding is Preventive Health Services.

The Administration on Aging will conduct its next Listening Session on Older Americans Act 2000 Amendments on January 23, 2002. Mr. Lam was pleased to announce that Jack Horak, president of the California Commission on Aging and member of the San Francisco Advisory Council on Aging, has been chosen by the AoA as one of the six individuals to attend this event with Assistant Secretary Josephina Carbonell in Arizona. He expressed confidence that Mr. Horak will represent the voices of not only the many San Francisco seniors who are currently served by the Older Americans Act programs funded by the Office on the Aging, but also the many Californian seniors served by the network of Area Agencies on Aging.

State Level

Governor Davis delivered his State of the State Address on January 8, 2002. In his address, he pledged to "protect the State's senior citizens by proposing continuation of the Medicare Drug Discount Program that provides seniors the same prescription drug discounts the State enjoys, i.e., 20%" and "not raise any taxes."

The OOA received a letter on December 21, 2001, from the Department of Community Services stating that it has been awarded an additional $62,139 that will be distributed to existing naturalization contract agencies to continue the service until June 30, 2002.

According to the Budget Display of the Governor's Budget proposal, there will be reductions in several program categories:
1) $219,000 in Congregate Nutrition;
2) $189,000 in Home-Delivered Meals;
3) $1,214,000 in Supportive Services;
4) $59,000 in Ombudsman and Elder Abuse Prevention;
5) $1,395,000 in Multipurpose Senior Services Program;
6) $65,000 in Adult Day Health Care; and
7) $115,000 in Linkages.

Local Level
The Services and Programs Advisory Committee met on Friday, January 11, 2002, and spent a substantial amount of time discussing the progress made by the Neighborhood Senior Central Integration Ad Hoc Sub-Committee, the Training Curriculum Ad Hoc Sub-Committee, and the meeting with the Neighborhood Senior Central Lead Agencies. In addition, Paramedic Captain Niels Tangherlini spoke on the Elderly Case Finder Program, and Sgt. Howard Weathersby from the Police Department discussed the possible inclusion of the Senior Escort program into the DAAS.

The Senior Centrals and District Advisory Councils have submitted their year-end baseline reports that highlight not only the units of services, but also the uniqueness and challenges of each entity. Mr. Lam thanked all the Senior Centrals and District Advisory Councils who submitted these reports to the Office on the Aging (OOA) on a timely basis and Program Administrator David Newcomer and OOA intern Patrick Hoctel for compiling these reports. On another note, the assessment of the effectiveness of the OOA Staff Liaison position to the ten District Advisory Councils has been temporarily put on hold.

The Training Curriculum Ad Hoc Sub-Committee met right before the Services and Programs Advisory Committee meeting. A Working Group has been created to develop a detailed Training Schedule and will meet on January 29, 2002, at the Italian-American Community Services Agency.

The Neighborhood Senior Central Lead Agencies will meet with the DAAS again on January 16, 2002, to discuss the Senior Central Year-End Baseline Report, updates on the InfoVan, updates on budget reductions, and the future of the Senior Central model.

The next Services and Programs Advisory Committee meeting is scheduled for Friday, February 1, 2002, 10 a.m.-noon, at 25 Van Ness, 8/F Conference Room.

In terms of the InfoVan, the Department met with representatives of the Senior Centrals for the third time on Monday, January 7, 2002. The Multi-County Media Campaign coordinated by the California Association of Area Agencies on Aging (C4A) was discussed. It was generally agreed that the Senior Valentine's Day Dance, scheduled for February 13th, would be a good event to officially introduce the InfoVan, as Mayor Brown will be among those attending. The OOA hopes to utilize the InfoVan as part of the Intake and Referral protocol. (For more details on the InfoVan, see the COIL report under Old Business).

In terms of the National Family Caregiver Support Program, the OOA received a response on Friday, January 4, 2002, from one interested organization to provide training for professional caregivers,

including social workers, within and outside of the Department of Aging and Adult Services. The OOA will review the content of this bid and present it to the Advisory Council on Aging, Finance Committee and Commission for approval.

For FY 2002-03, the OOA will need to absorb a $280,000 reduction in Phase One, and possibly another $280,000 in Phase Two if the economy continues to decline. Senior department management is currently looking at several funding-cut scenarios. All these options will be presented to the Finance Committee on Tuesday, January 22, 2002.

Advisory Council on Aging member Bob Lipman and Mr. Lam met with Jimmy Loyce, Deputy Director of Health in charge of the AIDS Office, on December 19, 2001. They agreed that the two city departments will join hands to work on reaching out to seniors inflicted with HIV and other sexually transmitted diseases. They will have more updates for you in future meetings.

Finally, Mr. Lam appeared as a guest on Radio AM 1400 on January 13, 2002, to talk about the Office on the Aging and the recent changes that have occurred in the aging community. He also appeared before the Board of Supervisors Economic Vitality, Small Business and Social Policy Committee to talk about HMO Coverage and Prescription Drug Benefits for Medicare recipients on Tuesday, January 15, 2002 (see attached report for his testimony).

SACRAMENTO REPORT

Jack Horak reported that the California Commission on Aging (CCOA) has reviewed its mandates and strategic plan. It was agreed that the CCOA will focus on the following issues in the coming year:

- Home and community-based LTC system development, including working with LTC Integration Pilot Projects, the LTC Council, the Governor's "Living With Dignity" initiative, AARP's "Life Choices" campaign, and continued involvement in the crafting of SB 953 (the California Integrated Elder Care and Involvement Act).
- Health issues, including preventive health care, oral health care for the elderly, and alcoholism and depression among seniors.
- Housing issues, including working with the California Department of Aging's (CDA) housing initiative and the California Department of Housing and Community Development.
- Transportation issues, including working with CalTrans and local coalitions on senior mobility and access issues.

Mr. Horak reported that he was re-elected chair of the CCOA.

PUBLICITY AND PUBLIC RELATIONS COMMITTEE REPORT (PPRC)

Bob Lipman reported on his and Mr. Lam's recent meeting with Jimmy Loyce, Deputy Director of Health in charge of the AIDS Office, to find out how to begin coordinating with the DPH to get information on people with AIDS who are 50 and over out to the general public. Mr. Lipman is currently working on an op-ed piece for the Chronicle on escalating HIV/AIDS rates among seniors and skyrocketing rates for other Sexually Transmitted Diseases (STDs) as well. Mr. Lipman will get all appropriate clearances before his copy goes to the paper.

Mr. Lipman then reported on the San Francisco Celebrates Older Americans Month band concert. The concert will take place on Sunday, May 19, 2002. He encouraged all those present to call him

with any possible contacts that might be helpful publicizing this event. He noted that the PPRC's next meeting will take place on Wednesday, January 30, 2 p.m., 25 Van Ness, 6/F Conference Room.

TRANSPORTATION COMMITTEE REPORT
In the absence of Committee Chair Dorothy Kerr, Advisory Council on Aging Member Edna James reported on the TC's meeting on January 7, 2002. Since there was no quorum, this was only an informational meeting. The main topic was the Transportation Complaint and Compliment Campaign. Ms. James reported that a couple of site visits had yielded the information that people were unfamiliar with the campaign.

Restarting the campaign would require reordering 6,000 cards and producing a written distribution plan listing each site, the number of cards required, and the contact person. Marie Conroy-Salbi added that there needed to be tighter control of the cards. When she came to the OOA office to get cards, someone had taken all of them. Ms. James emphasized that unless council members and others were willing to help promote the campaign, it would not be successful. The TC's next meeting will be Monday, February 11, 2002, 10 a.m., at 25 Van Ness.

BOARD OF SUPERVISORS COMMITTEE
Roger Langford reported that Supervisor Mark Leno had reintroduced a roll-call request to the City Attorney for developers to be credited for affordable housing in advance of the market rate. Supervisor Leno's proposed affordable housing legislation "requires 10% affordability for all new projects of 10 units or more and rises to 12% for conditional use projects, Planned Unit Developments and live/work projects."

Mr. Langford then deferred to Mr. Lipman, who reported on his work with Supervisor Gavin Newsom and his aides on the supervisor's recent proposals regarding the city's homeless population. Mr. Lipman talked about the work done in other cities to help solve this problem, and stressed that Supervisor Newsom's proposals were just a starting point, not a remedy. He added that it was unlikely that the existing BOS will act on the supervisor's proposals. There was general agreement that the ACOA should not support the supervisor's proposals at this time, and the issue needed to be more thoroughly investigated.

HEALTH COMMITTEE
Leonard Ke announced that the Health Committee's first meeting would be January 16, 2002, following the ACOA meeting. He said he would give a full report on the meeting at next month's council meeting.

OLD BUSINESS
COMMUNITY OUTREACH FOR INDEPENDENT LIVING (COIL) INFOVAN PROJECT
Mr. Lam reported on COIL's January 7, 2002 meeting, which focused on operation planning for the InfoVan. The main items discussed were the master calendar for reservations, the videotape library inventory and the multi-county media campaign.

As concerns the master calendar, the senior central coordinators were encouraged to make sure the dates they had already reserved were correct and that request forms for other dates be submitted as soon as possible. A list of the InfoVan's videos was reviewed, and videos (or titles of) on the topics of exercise, nutrition, elder abuse, money management, etc. were requested. The importance of

developing a library with a multiple language capacity was emphasized. As regards the media campaign, Recreation and Park's annual Senior Valentine's Day Dance will serve as the introductory event for the InfoVans. The dance is being held on Wednesday, Feb. 13th, at the Richmond Recreation Center, 12:30-2:30 p.m., on 18th Ave. (between California and Clement). Additionally, the current InfoVan project will continue from now until the end of June. After June 30th, the OOA will purchase the InfoVan by utilizing one-time-only funds. The next COIL meeting will be on Monday, February 11, 2002, 2:30 p.m., Senior Central #5 (On Lok), 225 30th Street (between Church and Dolores).

NEW BUSINESS

DISCUSSION ON HOME-DELIVERED MEALS PROGRAM

OOA nutritionist Linda Lau gave a presentation on the Home-Delivered Meals Program. Highlights included a review of Home-Delivered Meal Policy and Procedures (Policy Memorandum #17) and the SF OOA Home-Delivered Meal Program Fact Sheet. The fact sheet answers the five most-frequently-asked questions about the program (e.g., "What types of meals are served?" and "Who is eligible for the HDM program?"). A general Q&A followed, where topics, such as proper screening procedures (quarterly and annual assessments/evaluations), fraud, staffing, updates of the policy and procedures, donations, extending services to the younger disabled, etc., were addressed.

ADVISORY COUNCIL ON AGING MEMBERSHIP

President Hollabaugh reminded council members that 12 of their terms ended in March. He will be contacting them by phone (or immediately after the meeting) to inquire if they wish to be reappointed. Those appointed by supervisors need to find out if those supervisors wish to reappoint them. If not, those members can then go to another supervisor for a possible appointment or they may use a commission appointment.

PUBLIC COMMENTS

Mr. Langford reported that the SEIU is negotiating with OOA Executive Director Dr. Sandra Nathan on six different items.

There being no further business, the meeting was adjourned at 11:50 a.m.

Respectfully submitted by,

Patrick Hoctel
Office on the Aging

City and County of San Francisco

Advisory Council on Aging

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MEETING NOTICE

DATE:	Wednesday, February 20, 2002
TIME:	9:30 A.M.
PLACE:	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

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2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE JANUARY 16, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**
4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
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   F. BOS Committee: *Lee Jessor*
   G. Health Committee: *Leonard Ke*
5. **OLD BUSINESS**
   A. Community Outreach for Independent Living (COIL) InfoVan Project: *Darrick Lam*
6. **NEW BUSINESS**
   A. Joint Ad Hoc CSL Committee: *Bill Hollabaugh*
   B. Update on SF-GetCare: *Bill Haskell*
7. **PUBLIC COMMENT**
8. **ADJOURNMENT**

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Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

American Sign Language interpreters will be available upon request. Every effort will be made to accommodate requests to make a ***sound enhancement*** system available at the meeting, to provide **meeting materials in alternative formats** and/or provide a reader during the meeting. For these requests, please contact the Department of Aging and Adult Services at 864-6051, at least 72 hours in advance of need. Late requests will be honored if possible. ***Accessible seating*** for persons with disabilities (including those using wheelchairs) is available.

Individuals with ***severe allergies, environmental illness, multiple chemical sensitivity or related disabilities*** should call our accessibility hotline at 554-8925 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

The Aging and Adult Services Commission meetings are held at 1 Dr. Carlton B. Goodlett Place, Room 416. The closest accessible BART station is located at Civic Center. Accessible MUNI lines serving this location are the 42 Downtown Loop, the 71 Haight/Noriega, the 19 Polk, the F-Line streetcar beginning at the Ferry Building at Market out to Castro and the MUNI Metro at Van Ness and Civic Center. For information about MUNI accessible services call 923-6142. There is ***accessible parking*** available at the Civic Center Plaza Garage located at 355 McAllister, between Polk & Larkin, Level One near elevators. Metered street parking is also available.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that ***deliberations are conducted before the people and that City operations are open to the people's review.*** *For more information on your rights under the Sunshine Ordinance or to report a violation of the Ordinance, contact the Sunshine Ordinance Task Force:* Karen Hong, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683, Office: (415) 554-6171, Fax: (415) 554-6177, E-mail: karen_hong@ci.sf.ca.us

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.ci.sf.ca.us.

To inspect documents referred to on agenda, please contact: Joanne Holland, Commission Secretary, Department of Aging and Adult Services, 25 Van Ness Avenue, Suite 650, San Francisco, CA 94102, Office: (415) 864-6051, Fax: (415) 864-3991, E-mail: joanne_holland@ci.sf.ca.us

LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Admin. Code Sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900 San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; website www.sfgov.org/ethics.

SOUND-PRODUCING ELECTRONIC DEVICES PROHIBITED

The ringing of, and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

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MINUTES OF THE FEBRUARY 20, 2002
ADVISORY COUNCIL ON AGING MEETING
25 Van Ness Avenue, 8th Floor Conference Room

The meeting was called to order by Advisory Council on Aging President William Hollabaugh at 9:30 a.m. The following members of the Advisory Council were present: Donna Calame, Marie Conroy-Salbi, William Hollabaugh, Edna James, Edmund Jew, Adoracion Jimenez, Leonard Ke, Dorothy Kerr, Roger Langford, Bob Lipman, Lillian Markinson, Ernestine Pina McGoldrick, Betty McQuiston, Reeva Olson. Absent: Anna Chun, Tsuyako "Sox" Kitashima. Excused: Kenneth Babb, Lee Jessor, and Anne Kirueshkin.

Staff present: Darrick Lam, Bill Haskell, and William Aguiar.

APPROVAL OF THE AGENDA
A motion to approve the agenda, but change the order so that Bill Haskell could present an update on SF-GetCare was made, seconded, and passed by consensus.

APPROVAL OF THE JANUARY 16, 2002 ADVISORY COUNCIL MINUTES
A motion to approve the agenda was made, seconded, and passed by consensus.

NEW BUSINESS
UPDATE ON SF-GET CARE WEB-BASED INFORMATION SYSTEM
In a presentation that lasted one hour, Bill Haskell reviewed SF-GetCare, the web-based information system. He distributed literature that described in detail features of the program that are designed to assist older and disabled adults, and their families, to easily obtain information on available in-home and community-based services. This will allow those needing support services and resources to continue "living with dignity" and remain in the community. SF-GetCare helps consumers and their families find service agencies and providers that offer in-home care, community health and social services, residential facilities as well as care coordination and other services. As it was not possible to set up a computer display of the program because the conference room lacked the required phone wires, a care tool documents was distributed. Each page detailed how information is collected and how resource information is provided the consumer. A question and answer session followed the presentation. Confidentiality was a major concern as well as how the collected information from consumers would be used. Mr. Haskell affirmed that confidentiality was protected. Information obtained would be used to find appropriate resources for the consumer.

It was asked why there was a question about sexual orientation on one of the forms. Mr. Haskell said that in order to provide services to all members of San Francisco's diverse community seeking assistance that question was necessary to insure that appropriate services would be provided. A question was asked how SF-GetCare would impact on existing services such as Senior Information and Referral and the Senior Central Program. Mr. Haskell said that SF-GetCare will enhance those programs. He explained that SF-GetCare is a great tool to provide information to everyone. Agencies will be able to get up-to-date information that is accurate and pass on that

information to those who need to know it. It is a new way to do business. Another question asked was how the disabled might be able to use SF-GetCare. It was explained that those with visual disabilities could enlarge the type on their screen. Planning for Elders in the Central City (PECC) will instruct their members on how to use SF-GetCare. Another question asked concerned entering information about religious and cultural preferences. Mr. Haskell said at this time such information is not included but that he will consult with the committee that is developing the forms. Agencies and service providers will continue to receive on-going training on SF-GetCare. PECC will instruct their members on how to use SF-GetCare. Mr. Haskell concluded: "No one likes change, but change is necessary. Like the telephone when it was first used, many felt that it was too complicated and would never become a part of everyday life. Times have changed and now we have this excellent tool called SF-GetCare."

REPORTS

PRESIDENT'S REPORT

Bill Hollabaugh stated that he had no formal report, but would make some comments at the end of the meeting.

DIRECTOR'S REPORT

Federal Level

Darrick Lam reported that the Administration on Aging (AoA) conducted its Listening Sessions on the Older Americans Act (OAA) 2000 on January 23, 2002, in Phoenix, Arizona. Jack Horak was present and will make his report at this meeting. On February 4, 2002, President Bush presented his FY 2003 Budget that starts in October 2002. The President proposes an overall cut of $8 million for the Administration on Aging. The only program covered by the OAA that was increased was Home-Delivered Meals, which received a $2 million increase above the FY 2002 enacted level. President Bush's budget also proposed to collapse the Nutritional Services Incentive Program, previously included in the Department of Agriculture budget into the OAA.

State Level

Governor Davis released his spending plan on January 10, 2002. Lynda Terry, Director of the California Department of Aging (CDA) in a memo stated that the proposed budget for the CDA is about $176 million, reflecting the realities of a slower-growing economy, but also ensuring that California's growing senior population will continue to receive the highest possible level of necessary services. The proposed reductions for CDA are about $1 million, with $945,000 in state operations and $126,000 in local assistance in the Linkages program. Pending increases in federal allotments for programs under the OAA might mitigate the impact of the reductions on case management services statewide. The State Assembly and Senate Floor passed SB1XXX on January 30 and the Governor signed the bill on February 2, 2002, approving $4.9 million for the State Naturalization Program.

Local Level

The Aging and Adult Services Commission met on February 6, 2002, and adopted the FY 2002-03 budget for the Department of Aging and Adult Services (DAAS). The fiscal impact on the Office on Aging (OOA) is a reduction of $280,000 to be applied across the board to all 48 contracted agencies.

The Services and Program Advisory Committee (SPAC) had presentations by OOA staff members Karen Rosen and Ilene Shaw on their thoughts on Services Reorganization and Neighborhood Senior Centrals.

The SPAC also spent a substantial amount of time discussing the progress made by the Training Curriculum Ad Hoc Sub-Committee, and the meeting with the Neighborhood Senior Central lead agencies, COIL InfoVan, and the Intake Ad Hoc Sub-Committee. The Training Curriculum Ad-Hoc Sub-Committee Working Group developed a schedule of training from April 2002 to April 2003. The topics for training sessions are: Cultural Competency, Individuals with Disabilities, Interdisciplinary Casework, Ethical Issues, Elder Abuse Prevention, Working with Caregivers and Difficult Clients, Legal Services for the Elderly, Intimacy in Later Life: The Role of the Elderly in Different Societies, Conflict Resolutions, and Disaster Preparation. In addition to the monthly training, there will be a Cultural Competency Roundtable every other month, with speakers discussing working with different ethnic groups as well as the LGBT community.

The Senior Central lead agencies met with the Department to discuss funding reductions, the future of the Senior Centrals, the Neighborhood Senior Central year-end baseline report, and were updated on the InfoVan. The lead agencies will meet again on February 21, 2002 from 1:00-2:30 p.m., at 25 Van Ness Avenue, 8th floor conference room.

Regarding the COIL InfoVan, a kickoff event took place on February 13, 2002, at the Richmond Recreation Center during the 25th Annual Senior Adult's Valentine Day Dance. Lynda Terry, Director of the CDA, attended the event as did Dr. Sandra Nathan and Mr. Lam. Over 200 seniors attended the Valentine Day Dance and there was both print and electronic media coverage.

Regarding the formation of a Department intake unit, Joanne Holland, the lead staff person, met with the Intake Ad Hoc Sub-Committee of SPAC on January 18, 2002. This sub-committee represents an exciting opportunity to help DAAS develop a consumer-responsive system. At the next meeting on February 22, 2002, at 2:30 p.m. at 25 Van Ness Avenue, 8th floor conference room, Ms. Holland will present her findings from site visits to other California counties.

Inclusion of Senior Escort into DAAS will not take place this year to allow the department to concentrate on the integration of In-Home Supportive Services in January 2003. DAAS will be working with the San Francisco Police Department to enhance collaboration.

The SPAC also approved the restructuring of the Neighborhood Senior Centrals. The following criteria will be included in the restructuring to improve consistency and to increase cost effectiveness among Senior Centrals: (1) retaining of 10 points of access, (2) reducing the number of lead agencies, (3) capping administrative overhead at 8%, (4) setting a benchmark for unites of services, (5) establishing consistency in number of staff and (6) establishing an OOA lead liaison. The OOA met with the Senior Central Integration Ad Hoc Subcommittee to further deliberate on the details of the proposed restructuring.

SACRAMENTO REPORT

Jack Horak reported on the California Commission on Aging that met on February 5 and 6, 2002. At that meeting the Commission reviewed its priorities and established a timetable for the next 18 months. The Commission will meet around the state and hold public hearings on various issues affecting seniors. The meetings will address interests and concern for the area in which the meeting will be held. The next meeting will be held April 9 and 10 in Eureka with focus on rural issues. He also reported on his attendance at the "listening sessions" with Josephina Carbonell, Assistant Secretary, Administration on Aging, Department of Health and Human Services, in Phoenix, Arizona on January 23, 2002. The purpose of the session, which is one of four being

held around the country, was to have community input prior to issuing regulations on the OAA of 2000, with specific reference to the new Family Caregivers Support Program. The panelists were not called upon to make comments or statements, but Mr. Horak did have the opportunity to meet with the Assistant Secretary and discuss issues pertaining to San Francisco and California. Her response to the conversation was: "You're doing great things out there. And besides, I love California." Unfortunately, her schedule precludes her attending the Coordinated Leadership Conference in Berkeley in April.

PUBLICITY AND PUBLIC RELATIONS COMMITTEE

Bob Lipman reported on the activities of the committee and the work so far accomplished. This included his op-ed article for the *San Francisco Chronicle* about HIV infection and seniors. A similar article has been written by Leonard Ke directed towards physicians that it to be published in *San Francisco Medicine*. Jack Horak plans to speak before the Commonwealth Club in May as part of Older Americans Month. "Aging, You and Your Government" is the title of his talk. Mr. Lipman reported that he has contacted Channel 26 to explore the possibilities of a monthly program about seniors in San Francisco that will be written and produced by members of the Advisory Council. Betty McQuiston reported on the Older Americans Months celebration on May 19, 2002. The program will be presented at the Golden Gate Park band shell. Besides the Golden Gate Band, she has so far arranged for the participation of senior dancers from the Chinese and Latino community. "These groups have beautiful costumes and are wonderful entertainers", she said. A choral group has yet to confirm their participation. The committee is working on refreshments such as ice cream and cookies. Edmund Jew suggested that the Chinese media be informed, as he is sure they will cover the celebration. News releases regarding the program will be sent out on March 1, 2002. The next meeting of the committee will be on February 28 at 2:00 p.m. in the OOA conference room.

TRANSPORTATION COMMITTEE

Dorothy Kerr reported that Skip Aluman was appointed to the TaxiCab Commission as a consumer representative for seniors and the disabled. She reported on the Paratransit Coordinating Council and the introduction of a debit card system as well as "chair assist" rides that is now only being provided by MV Transportation. Such rides are not required by ADA regulations, but regulations are being drafted that will specify the number of chair assisted rides per month a consumer can have. Issues regarding the increase in Taxi Script expenditures were reviewed as well as Transportation Compliment /Complaint Campaign. She felt that more cards for consumers should be made available for both buses and taxicabs. The next meeting of the committee will be on March 12, 2002 at 10:00 a.m.

BOS COMMITTEE

In place of the absent chair, Roger Langford presented the report. He presented a document that showed the committees of the Board of Supervisors. It showed the committee membership, meeting days, and the names of the clerk and legislative analyst. He stated that there are major changes taking place at the Board of Supervisors and encouraged senior participation in issues of concern to seniors and their providers. He also spoke about his visit to Mondragon, Spain, and how it could become a San Francisco sister city.

HEALTH COMMITTEE

Leonard Ke reported that the purpose of the meeting was to determine priority issues that should be addressed. Health insurance for seniors became the major focus when it was revealed as of January 1, 2002, that approximately 5,500 San Francisco seniors lost their medical insurance.

Many more are facing increasing premium and prescription costs. Ernestine Pena-McGoldrick, Betty McQuiston and Leonard Ke reviewed the complicated procedure of entering the Medicare process. It was agreed that the committee would continue to investigate this matter in depth. They are contacting the appropriate agencies, both public and private. The committee reported on the California State Senate's appointed commission to come up with recommendations on human stem cell research and human cloning. Most medical researchers believe embryonic stem cell research will lead to cures for many progressive degenerative diseases such as Alzheimer and Parkinson's.

NEW BUSINESS
Bill Hollabaugh briefly discussed the Joint Ad Hoc CSL Committee and encouraged those interested to seek election to the California State Legislature.

PUBLIC COMMENT
Betty McQuiston reported that an agreement had been made for the Diamond Senior Center to remain at its present location.

There being no further business, the meeting was adjourned at 11:55 a.m.

Respectfully submitted by,

William Aguiar Jr.
Senior Information Specialist

40.15

City and County of San Francisco

Advisory Council on Aging

0/02

MEETING NOTICE

PLEASE NOTE TIME CHANGE

DATE:	Wednesday, March 20, 2002
TIME:	2:00 P.M.
PLACE:	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE FEBRUARY 20, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**
4. **REPORTS**
   - A. President's Report: *Bill Hollabaugh*
   - B. Director's Report: *Darrick Lam*
   - C. Sacramento Report: *Jack Horak*
   - D. Publicity and Public Relations Committee: *Bob Lipman*
   - E. Transportation Committee Report: *Dorothy Kerr*
   - F. BOS Committee: *Lee Jessor*
   - G. Health Committee: *Leonard Ke*
5. **OLD BUSINESS**
   - A. Community Outreach for Independent Living (COIL) InfoVan Project: *Darrick Lam*
   - B. California Senior Legislature (CSL) Nomination Packet: *Bill Hollabaugh*
6. **NEW BUSINESS**
   - A. Year End Party: *All*
   - B. Site Visit: *Bill Hollabaugh*
7. **PUBLIC COMMENT**
8. **ADJOURNMENT**

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Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.ci.sf.ca.us.

To inspect documents referred to on agenda, please contact: Joanne Holland, Commission Secretary, Department of Aging and Adult Services, 25 Van Ness Avenue, Suite 650, San Francisco, CA 94102, Office: (415) 864-6051, Fax: (415) 864-3991, E-mail: joanne_holland@ci.sf.ca.us

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SOUND-PRODUCING ELECTRONIC DEVICES PROHIBITED

The ringing of, and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

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MINUTES OF THE ~~APRIL 17~~ MARCH 20, 2002
ADVISORY COUNCIL ON AGING MEETING
25 Van Ness Avenue, 8th Floor Conference Room

The meeting was called to order by Betty McQuiston at 9:40 a.m. Advisory Council President Bill Hollabaugh was late due to the malfunctioning of the clock on his recently purchased computer. He arrive at 9:50 Adam after the roll call was taken. The following members of the Advisory Council were present: Kenneth Babb, Donna Calame, Marie Conroy-Salbi, Bill Hollabaugh, John J. Horak, Edna James, Lee Jessor, Edmund Jew, Leonard Ke, Dorothy Kerr, Anne Kirueshkin, Bob Lipman, Lillian Markinson, Betty McQuiston, and Reeva Olson. Absent: Adoracion Jimenes and Tsuyako "Sox" Kitashima. Excused: Roger Langford. Visitor: Commissioner Michael DeNunzio.

Staff present: Darrick Lam, William Aguiar and Karen Rosen.

APPROVAL OF THE AGENDA
A motion to approve the agenda was presented and passed by consensus.

APPROVAL OF THE MINUTES OF FEBRUARY 20, 2002 MEETING
Lee Jessor stated her name was misspelled in February 20 minutes and asked for a correction. The correction was made and a motion was made to approve the minutes. The minutes as amended, were approved.

REPORTS
PRESIDENT'S REPORT
Bill Hollabaugh gave a brief report stating that Supervisor Sophie Maxwell re-appointed Reeva Olson to the Advisory Council. Bob Lipman was reappointed by Supervisor Gavin Newsom to the Advisory Council.

DIRECTOR'S REPORT
Federal Level
Darrick Lam reported that on February 11, 2002 Josephine Carbonell, Assistant Secretary for Aging, testified before the Field Hearing on Emergency Preparedness for Elderly and those with Disabilities of the United States Senate's Special Committee on Aging. In light of the September 11, 2001 tragedy, the Assistant Secretary recommended the need to: (1) Provide alternative and back-up communication systems at all levels of government; (2) Avail up-to-date information about how to contact key aging officials when a disaster occurs, and how to reach these contacts after hours and on the weekends; (3) Provide current data about those who need special assistance; and (4) Coordinate and integrate aging network resources among larger federal, state and local emergency management operations so as to avoid duplication of efforts, and to ensure that the special needs of elders are incorporated into the overall community preparedness response actions plans.

State Level
As mentioned in last month's report, the Department of Community Services and Development has restored and continued the 2002 Naturalization Services Program Request for Application (RFA) Process. A Notice of Intent to Award was issued on February 20, 2002 and the Department of Aging and Adult Services is among one of the three agencies in San Francisco to receive $92,645 for the period of March 5, 2002 to June 30, 2002.

Local Level
The Services and Programs Advisory Council met on Friday, March 1, 2002. A great deal of time was spent on updating the progress made by the Neighborhood Senior Central Integration Ad Hoc Sub-Committee, the meeting with the Neighborhood Senior Central Lead Agencies, final recommendations from the Training Ad Hoc Sub-Committee, COIL InfoVan Kick-Off Event and the progress made by the Intake Assessment Ad Hoc Sub-Committee.

The Neighborhood Senior Central Integration Sub-Committee met on February 14, 2002 to discuss the following points of the restructuring: (1) Retaining the 10 neighborhood entry points; (2) Reducing the number of lead agencies; (3) Continuing the District Advisory Councils (DACs); (4) Limiting administrative indirect costs; (5) Establishing benchmarks for levels of services; (6) Establishing minimum staffing patterns; and (7) Appointing a lead staff liaison to the Neighborhood Senior Centrals. The subcommittee agreed with the concept of a letter of intent (LOI) rather than a full request for proposal (RFP) and an implementation date of October 1, 2002. A full REP will only be required of new applicants.

The department met with representatives of the Neighborhood Senior Central lead agencies on February 21 and again on March 18, 2002 to finalize the plan for restructuring the Neighborhood Senior Central model. The proposed changes include defining the mandatory staffing patterns; reducing the number of lead agencies from eight to three; reducing the number of Program Coordinators from ten to three; and developing job descriptions for the different positions. The proposed refined model also calls for the retention of the ten District Advisory Councils (DACs) and reducing the amount of grant funds from $140,000 to $121,500. The remaining funds as a result of this restructuring will be applied to the new Intake and Assessment Unit of the Department as well as some unmet needs services. This proposal will be presented to the Living with Dignity Policy Committee on March 22, 2002; the Services and Programs Advisory Committee on April 19, 2002; the Commission's Finance Committee on April 23, 2002; and the full Commission for approval on May 1, 2002.

The Advisory Committee adopted the **Final Recommended Schedule for Training Programs** from April 2002 through June 2003, and the **Final Recommended Schedule for Roundtables** from June 2002 through June 2003. Patrick Hoctel, Postgraduate Intern, will be the liaison to the Training Workshops; Cheryl Cook, County Veterans Service Office, will be the liaison to the Resource Fair; and Denise Cheung, Program Analyst, will be the liaison to the Cultural Competency Roundtables.

The Intake Assessment Ad Hoc Sub-Committee met on February 22, 2002 to discuss the site visits made by Joanne Holland to San Mateo, San Diego and Contra Costa counties to learn

about their practice with integrated intake. review. The next meeting is scheduled for March 22, 2002 from 2:30-4:30 p.m. at 25 Van Ness Avenue, #330B.

Finally, the Office on the Aging will begin its Contract Renegotiations process starting the second week of April until the first week of June 2002.

At the end of the director's report, Mr. Lam answered questions from the Advisory Council. Reeve Olson was concerned about the present Neighborhood Senior Central workers who will lose their jobs in the restructuring of the program. Mr. Lam answered that staff might be retained by their lead agencies. "We have a public trust to see that the funds that we distribute are used in programs that are productive in terms of serving seniors", he said.

SACRAMENTO REPORT
Due to the time change in today's meeting, Mr. Horak was unable to give his monthly report as he was attending a scheduled meeting in Sacramento.

PUBLICITY AND PUBLIC RELATIONS COMMITTEE
Bob Lipman reported on the progress of the committee. Bill Hollabaugh and Betty McQuiston were heard on radio stations KNBR, April 6 and 7, in a 30 minutes program that reviewed the work of the Advisory Council and the celebration of Older Americans Month at the Golden Gate Park Music Concourse on May 26, 2002. (A tape of that broadcast is available for those wishing to hear the program.) The date for the event was changed because the park will be closed on the first date selected because of the Bay to Breakers Race. The planning for the Senior Celebration in Golden Gate Park on May 26 is on schedule and news releases and public service announcements have been sent to the print and electronic media with the new date. Arrangements are being made for additional television and broadcast interviews to publicize Bob Lipman prepared a release for the Marina Times. The next meeting of the Publicity and Public Relations Committee is scheduled for April 25 at 2:00 p.m., in the 6th Floor Conference Room.

TRANSPORTATION COMMITTEE
Dorothy Kerr distributed an informational sheet "Helpful Hints for Transportation Campaign" and together with Edna James and Karen Rosen of the Office on the Aging reviewed the importance of collecting factual information for the Transportation Compliment/Complaint Campaign. The time line for the campaign is May 1 until October 31, 2002. A completed report is to be presented by January 2003. A discussion followed with ideas and suggestions on how to collect the information. Edmund Jew suggested that the cards being used to collect the information be translated into Chinese. Darrick Lam agreed, and will look into translating the cards into other languages. However, he mentioned that due to budget cuts, printing costs would have to be carefully considered. It was suggested that sponsorship from the business community might be encouraged to pay for the printing. Ms. Kerr distributed copies of the Advisory Council Transportation Committee minutes of April 2, 2002. Specific issues that concern the committee are reviewed.

BOS COMMITTEE
Lee Jessor reported on an April 8, 2002 meeting the Board of Supervisors where the matter of senior rates to play on the Harding Golf Course was discussed in great detail. It was agreed

that senior golfers would pay the lowest rates in the revised fee schedule. Ms. Jessor briefly reported on the Board of Supervisor's discussion of protecting seniors from being exploited by predatory loan practices that causes seniors to loose their homes.

HEALTH COMMITTEE
Leonard Ke reported on two issues: Affordable Health Insurance and Stem Cell Research. The April 13th issued of the San Francisco Chronicle presented an article "Calpers' Health Costs to Rise Up to 41% leap in HMO Costs" that confirmed the plight of many seniors in meeting medical costs. Solving this problem is difficult because by 2010, the baby boomers will be placing unprecedented demands on health services as they age. Stem cell research is vital to finding cures for the many diseases that afflict seniors. Conservative political bodies object to such research in spite of the benefits that such research will offer. Senator Feinstein is joining Senators Kennedy and Daschle in introducing a bill that would allow for stem cell research in order to find cures from therapeutic cloning. The Health Committee meets on the 3rd Thursday of each month and Mr. Ke asked that be called to find out about the details of these important meetings.

OLD BUSINESS
Darrick Lam reported on the recent use of the COIL InfoVan. David Newcomer took the InfoVan to the Cherry Blossom Festival in Japantown where it attracted more caregivers and providers than it did seniors. A discussion ensued that asked the question of the role of the InfoVan. Mr. Lam feels that the InfoVan may have other uses than being a mobile information unit. He suggested that passenger seats might be installed. Again, he urged that those with ideas on how the InfoVan might be used to call David Newcomer at 864-6051.

Bill Hollabaugh expressed his concerns about the California Senior Legislature (CSL). He stressed the importance of finding "qualified" people to be nominated to that body. Of the two applications receives, both were incomplete. Finding people who are good candidates is a top priority. After a discussion period, it was proposed by Bill Hollabaugh that the election date for CSL candidates will be on May 15, 2002. As this was the only action item of the meeting, a vote was taken, and by unanimous consent the proposal was passed. If there are no viable candidates, no election will take place and San Francisco will be underrepresented at SCL. Packets for those interested in the SCL election may be picked up at the 6th floor reception desk. The deadline for receiving the applications is May 15, 2002.

NEW BUSINESS
A year-end party took place with refreshments. A toast with sparkling cider was given to the departing Advisory Council members: Ernestine Pina McGoldrick and Fran Watkins. Darrick Lam and Bill Hollabaugh thanked them for their work and contributions as members of the Advisory Council.

PUBLIC COMMENT
Darrick Lam announced the resignation of Deputy Director John D.R. Clark effective April 26, 2002. Lawrence M. Ross, CPA, Chief Fiscal Officer of the Office on Aging will take his place in budgetary matters.

There being no further business, the meeting was adjourned at 11:45 p.m. The next meeting of

the Advisory Council will take place in Room 338, 25 Van Ness Avenue, at 9:30 a.m.

Respectfully submitted by,

William Aguiar Jr.
Senior Information Specialist

0.15

7/02

MEETING NOTICE

DATE:	Wednesday, April 17, 2002
TIME:	9:30 a.m..
PLACE:	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE MARCH 20, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Sacramento Report: *Jack Horak*
   D. Publicity and Public Relations Committee: *Bob Lipman*
   E. Transportation Committee Report: *Dorothy Kerr*
   F. BOS Committee: *Lee Jessor*
   G. Health Committee: *Leonard Ke*

5. **OLD BUSINESS**
   A. Community Outreach for Independent Living (COIL) InfoVan Project: *Darrick Lam*
   B. California Senior Legislature (CSL) Election: *Bill Hollabaugh* **Action Item**
   C. Site Visits: *Bill Hollabaugh*

6. **NEW BUSINESS**
   A. Discussion of Activities for the Coming Year: *Bill Hollabaugh*

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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To inspect documents referred to on agenda, please contact: Joanne Holland, Commission Secretary, Department of Aging and Adult Services, 25 Van Ness Avenue, Suite 650, San Francisco, CA 94102, Office: (415) 864-6051, Fax: (415) 864-3991, E-mail: joanne_holland@ci.sf.ca.us

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MINUTES OF THE APRIL 17, 2002
ADVISORY COUNCIL ON AGING MEETING
25 Van Ness Avenue, 8th Floor Conference Room

The meeting was called to order by Betty McQuiston at 9:40 a.m. Advisory Council President Bill Hollabaugh was late due to the malfunctioning of the clock on his recently purchased computer. He arrived at 9:50 a.m. after the roll call was taken. The following members of the Advisory Council were present: Kenneth Babb, Donna Calame, Marie Conroy-Salbi, Bill Hollabaugh, John J. Horak, Edna James, Lee Jessor, Edmund Jew, Leonard Ke, Dorothy Kerr, Anne Kirueshkin, Bob Lipman, Lillian Markinson, Betty McQuiston, and Reeva Olson. Absent: Adoracion Jimenez and Tsuyako "Sox" Kitashima. Excused: Roger Langford. Visitor: Commissioner Michael DeNunzio.

Staff present: Darrick Lam, William Aguiar and Karen Rosen.

APPROVAL OF THE AGENDA
A motion to approve the agenda was presented and passed by consensus.

APPROVAL OF THE MINUTES OF FEBRUARY 20, 2002 MEETING
Lee Jessor's and Fran Watkin's names were misspelled in the February 20, 2002 minutes. The corrections were made and a motion was made to approve the minutes. The minutes as amended, were approved.

REPORTS
PRESIDENT'S REPORT
Bill Hollabaugh gave a brief report stating that Supervisor Leland Y. Yee has requested that Edmund Jew be reappointed to the Advisory Council. Marie Conroy-Salby, Jack Horak, Edna James, Dorothy Kerr, Anne Kirueshkin and Betty McQuiston have been reappointed and the remaining vacancy on the Advisory Council will be considered in the near future.

DIRECTOR'S REPORT
National Level
Darrick Lam reported on his attendance at the Second Joint Conference on Aging (NCOA) and the American Society of Aging (ASA) that was held in Denver, Colorado from April 4-7, 2000. This provided an excellent opportunity to expand his knowledge and to learn about innovative programs in the field of aging. He reported that Ronnie McFarland, Senior Information and Referral Specialist had successfully completed the New Ventures in Leadership Program at the conference. Mr. McFarland presented his project on Outreach to the African American LGBT Community, which was well received and has been asked to make a presentation on this subject matter at the next NOCA/ASA Joint Conference in Chicago. Linda Lau and Denise Cheung, staff of the Office on the Aging, have been chosen by the ASA to participate in this year's New Ventures in Leadership Program.

State Level
Advocates are asking for letters of support to be submitted to the State Legislatures so that Governor Davis will retain funding for Naturalization Services. The Office on the Aging notified the local Naturalization Service Providers that effective July 1, 2002, that due to limited resources, the office can no longer serve as the lead agency. Mr. Lam attended the California Association of Areas Agencies on Aging Membership Board meeting in Los Angeles from March 27-28, 2002. Within the next 30 to 60 days, the Office on Aging (OOA) will have to submit four important documents to the California Department on Aging (CDA) including the Area Plan Yearend Update and Budget Revision. The Office on the Aging was also notified verbally by the CDA about being out of compliance in data reporting. Dr. Nathan and Imr. Lam immediately addressed the issue; and RTZ Associates, the contractor for DAAS on the Innovation Grant, has been working to make sure that the data reporting will be brought back to compliance.

Local Level
The Neighborhood Senior Central Integration Sub-Committee has met four times since October 2001, and the department will meet with members of the Services and Programs Advisory Committee on April 19, 2002 to present the revised plan for restructuring the Neighborhood Senior Centrals. The proposed changes to the model include defining the mandatory staffing pattern; reducing the number of lead agencies from 8 to 3; reducing the number of Program Coordinators/Directors from 10 to 3; upgrading salaries for the required personnel; and developing job descriptions for the different positions. This proposed refined model also call for the retention of 10 District Advisory Councils (DAC) and reducing the amount of grant funds from $140,000 to $121,500. The remaining funds as a result of the restructuring will be applied to the new Intake and Assessment Unit of the Department, as well as some unmet needs services. The next steps are to present the plan to the Advisory Council on Aging at the May 15th meeting; Commission Finance Committee at the May 28th meeting; and for full Commission approval on June 5, 2002.

The Intake Assessment Ad Hoc Sub-Committee met on March 22, 2002 to discuss the essential purpose of the Sub-Committee. It has been clarified that this group is "not to develop a model of an Intake Unit for the Department of Aging and Adult Services, but to come up with a set of recommendations or guiding principles for the Department to use in the development of such a unit." The full report for this meeting is included in the docket for your perusal. The next Intake Assessment Ad Hoc Subcommittee is scheduled for Tuesday, April 23, 2002 at 2:30 p.m.

The Department of Aging and Adult Services will commence its free Training Program for internal staff and the aging network on Friday, April 19, 2002. Interested Advisory Council on Aging members please contact Patrick Hoctel at (415)-864-6015 for details.

The Office on the Aging (OOA) started contracts renegotiations meetings on Monday, April 8, 2002. All of the renegotiations meetings will be held at the sites of the service providers and it is anticipated that the process will complete after the first week of June 2002. To date, the OOA has renegotiated contracts with nine agencies.

SACRAMENTO REPORT

Mr. Horak apologized for missing the meeting last month, but as the time of meeting was changed on such short notice, he was precluded from attending as he had a prior commitment to attend another meeting in Sacramento. He thanked the Advisory Council for the recommendation that he be reappointed to the Advisory Council and to the Commission for the appointment.

"I begin my 11th year serving on this Advisory Council. I consider this my anchor to the aging community both locally and statewide. So I'm pleased to be able to continue in that role.

As to Sacramento, after years of reorganizing the California Commission on Aging office, the Commission has taken positive steps to fulfill its legislative mandate: To be the principal advocates for older individuals in the State of California. As such, it is the advisor to the Governor and Legislature on issues affecting the elderly. To this end, the Commission has established a schedule of meetings to gather information from seniors around the state regarding various issues. The first such meeting was held in Eureka on April 9 and 10, 2002. The focus of this public discussion was on rural issues and the different needs of those living in rural areas. The next meeting will be held in Ontario on June 4 and 5. The focus if this public discussion will be on health issues, particularly alcoholism and drug abuse among the elderly. Oral health will be another matter that is on the agenda.

In September the discussion will be on transportation issues; December on senior housing; February 2003 will focus on policy and procedures fir the Commission. Location for these meetings is yet to be determined. It is planned that in April 2003 a statewide forum will be held in Sacramento bringing together the various departments of state government handling senior procedures to discuss what and how they are doing.

The results of these meeting will provide the Commission with information and expertise to advise the Secretary of Health and Human Services Agency in developing his strategic plan for aging as called for in SB 910. This plan is to be presented to the Legislature by July 2003 and the Commission will fulfill its role. This increased activity of the Commission is especially important to improving the image of the Commission, particularly among legislators. We found when the new Commission became active that the reputation of the Commission was that of the California Senior Legislature. We set out to identify the Commission in its rightful role: As the principal advocate for older individuals in California.

In pursuit of improving the image, I have made many calls on influential people in state government. I have met with Assembly members Carole Migden and Lynn Daucher, the new chair if the Assembly Standing Committee on Aging and Long Term Care; Richard Figueroa of the Governor's office; Dr. Louis Vismara of Senator John Burton's office; Lora Conolly, Assistant Secretary fir Long Term Care, Health and Human Services; the Long Term Care Work Group; both the Assembly and Senate Budget Committees. In all cases these meetings were to emphasize the Commission's schedule and activity. The response from these many meetings has been positive. We are making headway."

PUBLICITY AND PUBLIC RELATIONS COMMITTEE

Bob Lipman reported on the progress of the committee. Bill Hollabaugh and Betty McQuiston were heard on radio stations KNBR, April 6 and 7, 2002 in a thirty minutes program that reviewed the work of the Advisory Council and the celebration of Older Americans Month at the Golden Gate Park Music Concourse on May 26, 2002. (A tape of that broadcast is available for those wishing to hear the program.) The date for the event was changed because the park will be closed on May 19th because of the Bay to Breakers Race. The planning for the Senior Celebration in Golden Gate Park on May 26 is on schedule and news releases and public service announcements have been sent to the print and electronic media with the new date. Edmund Jew reported that he had presented to the Chinese language media copies of the Senior Celebration news releases. Arrangements are being made for additional television and broadcast interviews to publicize the event and Bob Lipman prepared a release for the Marina Times. The next meeting of the Publicity and Public Relations Committee is scheduled for April 25 at 2:00 p.m., in the 6th Floor Conference Room.

TRANSPORTATION COMMITTEE

Dorothy Kerr distributed an informational sheet "Helpful Hints for Transportation Campaign" and together with Edna James and Karen Rosen of the Office on the Aging reviewed the importance of collecting factual information for the Transportation Compliment/Complaint Campaign. The time line for the campaign is May 1 until October 31, 2002. A completed report is to be presented by January 2003. A discussion followed with ideas and suggestions on how to collect the information. Edmund Jew suggested that the cards being used to collect the information be translated into Chinese. Darrick Lam agreed, and will look into translating the cards into other languages. However, he mentioned that due to budget cuts, printing costs would have to be carefully considered. It was suggested that sponsorship from the business community might be encouraged to pay for the printing. Ms. Kerr distributed copies of the Advisory Council Transportation Committee minutes of April 2, 2002. Specific issues that concern the committee are reviewed.

BOS COMMITTEE

Lee Jessor reported on an April 8, 2002 meeting the Board of Supervisors where the matter of senior rates to play on the Harding Golf Course was discussed in great detail. It was agreed that senior golfers would pay the lowest rates in the revised fee schedule. Ms. Jessor briefly reported on the Board of Supervisor's discussion of protecting seniors from being exploited by predatory loan practices that causes seniors to loose their homes.

HEALTH COMMITTEE

Leonard Ke reported on two issues: Affordable Health Insurance and Stem Cell Research. The April 13th issued of the San Francisco Chronicle presented an article "Calpers' Health Costs to Rise Up to 41% leap in HMO Costs" that confirmed the plight of many seniors in meeting medical costs. Solving this problem is difficult because by 2010, the baby boomers will be placing unprecedented demands on health services as they age. Stem cell research is vital to finding cures for the many diseases that afflict seniors. Conservative political bodies object to such research in spite of the benefits that such research will offer. Senator Feinstein is joining Senators Kennedy and Daschle in introducing a bill that would allow for stem cell research in order to find cures from therapeutic cloning. The Health Committee meets on the 3rd Thursday of each month and Mr. Ke asked that be called to find out about the details of these important

meetings.

OLD BUSINESS
Darrick Lam reported on the recent use of the COIL InfoVan. David Newcomer took the InfoVan to the Cherry Blossom Festival in Japantown where it attracted more caregivers and providers than it did seniors. A discussion ensued that asked the question of the role of the InfoVan. Mr. Lam feels that the InfoVan may have other uses than being a mobile information unit. He suggested that passenger seats might be installed. Again, he urged that those with ideas on how the InfoVan might be used to call David Newcomer at 864-6051.

Bill Hollabaugh expressed his concerns about the California Senior Legislature (CSL). He stressed the importance of finding qualified people to be nominated to that body. Of the two applications receives, both were incomplete. Finding people who are good candidates is a top priority. After a discussion period, it was proposed by Bill Hollabaugh that the election date for CSL candidates will be on May 15, 2002. As this was the only action item of the meeting, a vote was taken, and by unanimous consent the proposal was passed. If there are no viable candidates, no election will take place, and San Francisco will not be represented at CSL. Packets for those interested in the CSL election may be picked up at the 6th floor reception desk. The deadline for receiving the applications is May 15, 2002. Bill Hollabaugh encouraged members to sign up for sight visits, as this is a vital aspect of their Advisory Council work.

NEW BUSINESS
Bill Hollabaugh held a brief discussion regarding activities for the coming year. It was suggested that the Office on the Aging prepare a master calendar so that all meetings of interest to the Advisory Council could be entered.

PUBLIC COMMENT
Darrick Lam announced the resignation of Deputy Director John D.R. Clark effective April 26, 2002. Lawrence M. Ross, CPA, Chief Fiscal Officer of the Office on Aging will take his place in budgetary matters.

A budget workshop for providers will be held on April 24, 2002 between 2-4 p.m. in the 8th Floor Conference Room at 25 Van Ness Avenue. The public is invited.

The annual Senior Rally in Sacramento takes place on May 5th between 10 a.m. and 3 p.m. Senior Acton Network is providing a bus. Cost is $7 and this includes a packaged lunch.

There being no further business, the meeting was adjourned at 11:45 p.m. The next meeting of the Advisory Council will take place in Room 330A, 25 Van Ness Avenue, at 9:30 a.m.

Respectfully submitted by,

William Aguiar Jr.
Senior Information Specialist

City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

PLEASE NOTE ROOM CHANGE

DATE:	Wednesday, May 15, 2002
TIME:	9:30 a.m.
PLACE:	25 Van Ness Avenue ***Conference Room 330A***

AGENDA

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF THE APRIL 17, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES
4. REPORTS
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Sacramento Report: *Jack Horak*
   D. Health Committee: *Leonard Ke*
   E. Publicity and Public Relations Committee: *Bob Lipman*
   F. Transportation Committee Report: *Dorothy Kerr*
   G. BOS Committee: *Lee Jessor*

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5. OLD BUSINESS
   A. California Senior Legislature (CSL) Election: *Bill Hollabaugh* **Action Item**
6. NEW BUSINESS
   A. Restructuring of Neighborhood Senior Central Model: *Darrick Lam* **Action Item**
7. PUBLIC COMMENT
8. ADJOURNMENT

Department of Aging and Adult Services
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To inspect documents referred to on agenda, please contact: Joanne Holland, Commission Secretary, Department of Aging and Adult Services, 25 Van Ness Avenue, Suite 650, San Francisco, CA 94102, Office: (415) 864-6051, Fax: (415) 864-3991, E-mail: joanne_holland@ci.sf.ca.us

LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS

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SOUND-PRODUCING ELECTRONIC DEVICES PROHIBITED

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

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MINUTES OF THE MAY 15, 2002
ADVISORY COUNCIL ON AGING MEETING
25 Van Ness Avenue, Conference Room 330A

The meeting was called to order by Advisory Council President Bill Hollabaugh at 9:30 a.m. The following members of the Advisory Council were present: Donna Calame, Marie Conroy-Salbi, Bill Hollabaugh, John J. Horak, Edmund Jew, Leonard Ke, Dorothy Kerr, Anne Kirueshkin, Roger Langford, Bob Lipman, Lillian Markinson, Betty McQuiston, and Reeva Olson. Absent: Adoracion Jimenez and Tsuyako "Sox" Kitashima. Excused: Kenneth Babb, Edna James and Lee Jessor. Visitors: Carolyn Devine, Norma Campbell, Catalina S. Castaneda, Norma V. Laya and Bruce Steir.

Staff present: Darrick Lam, William Aguiar, Joanne Holland and Patrick Hoctel.

APPROVAL OF THE AGENDA

Bill Hollabaugh asked to change the order of the agenda is order to accommodate the election of members to the California Senior Legislature. The candidates will appear at approximately 10:30 a.m. A motion to approve the modified agenda was presented and passed by consensus.

APPROVAL OF APRIL 17, 2002 MINUTES

Marie Conroy-Salbi reported that her name had been misspelled in the President's Report although it was spelled correctly for the attendance record. Dorothy Kerr said that the annual Senior Rally in Sacramento took place on May 8th and not the 5th as recorded in the minutes. The corrections were made. A motion was made to approve the minutes, as amended, were approved.

REPORTS

PRESIDENT'S REPORT

Bill Hollabaugh reported the Board of Supervisors had not selected new members to be appointed to the Advisory Council. The ad in the San Francisco Chronicle seeking applicants for election to the California Senior Legislature was successful and those individuals will be present at the meeting to tell about their background and qualifications for the office that they are seeking. Members of the Advisory Council will have opportunity to ask them questions.

DIRECTOR'S REPORT

Federal Level

Darrick Lam reported that the nation celebrating Older Americans Month 2002 in May. The theme, "America: A Community of All Ages," has been selected by the Administration on Aging (AoA) in recognition of the national community in which we live, and in tribute to the American family which is the strength of our nation.

State Level

Lynda Terry, Director of the California Department of Aging (CDA), announced at the Fifth Coordinated Leadership Conference Dinner Event that the AoA has awarded California an additional $2.6 million for FY 2002-03. The Office on the Aging (OOA) will be notified by the CDA as to how much San Francisco will receive from this budget augmentation. The Governor issued his May Revision to the Budget on May 15, 2002 projecting a $23.6 billion shortfall for FY 2002-03. The $19.2 billion of the total $23.6 billion shortfall is attributed to poorer than projected economic performance in the current year. To close the gap, the Governor has proposed reductions in almost every budget category, some modest revenue increases, some borrowing and transfers, and securitizing Tobacco Tax Dollars. The CDA fared well in this May revision with no change from the Governor's budget, which proposed reducing the Linkages Program by $126,000. The Senate Sub-Committee #3 restored this cut. The CDA also issued an invitation to staff of Area Agencies on Aging, Information and Assistance providers, members of the Advisory Council and Governing Board to take part in a free, unique training opportunity entitled "Home Modifications: the Basic and Beyond." This is a four-week Internet-based course to enable students to learn the meaning and importance of home modification and to learn about strategies that will increase home modification awareness and activities in local Planning and Service Areas. Interested individuals should contact Senior Housing Information and Support Center at 916-445-7688 or e-mail shisc@againg.ca.gov.

Local Level

The Advisory Council on Aging has changed the date of the San Francisco celebration of Older Americans Month to Sunday, May 26 at 1:00 p.m. The citywide celebration at Golden Gate Park's Music Concourse will present a variety show with senior dancers and entertainers accompanied by the Golden Gate Band. The free event welcomes one and all. The Services and Program Advisory Committee (SPAC) has adopted the recommendation for restructuring the Neighborhood Senior Central model at its May 3, 2002 meeting. The Advisory Council will be asked to take action on this item under the agenda item 6(A). The Department of Aging and Adult Services has kicked off its Training Program for internal staff and the aging network on April 19, 2002. The second session, entitled Cultural Competency was offered on May 10, 2002 and was well received by the participants. Mr. Lam thanked Carmelita Tursi, Associate Director of Diversity Programs of the American Society on Aging, for facilitating the session. The OOA is undergoing its Third and Final Contract Renegotiations meetings. All the renegotiations meetings will be held at the sites of the service providers and it is anticipated that the process will be completed after the first week of June 2002. Finally, due to the recent departure of John Clark and the anticipated departure of Dr. Sandra Nathan in June 2002, Dr. Nathan has designated the following acting assignments: Larry Ross will assume interim responsibility for budget and accounting and all accountants will report to him. Joanne Holland, as the Interim Intake and Case Management Manager will oversee the Representative Payee Program. John Foecke continues as Interim Public Administrator and will assume responsibility for overseeing the Fitschen Fund. Mr. Lam will serve as Dr. Nathan's Deputy Director on all program matters.

SACRAMENTO REPORT

Jack Horak stated that his report would be brief. He thoroughly endorses the appointment of Laura Connolly as Chief Deputy Director of the CDA, and said, "She is a knowledgeable person and an excellent choice for the position." His report continued with some of the meetings that he

has recently attended. He is pleased that the Governor's budget continues to supports aging services with no significant cuts in programs.

PUBLICITY AND PUBLIC RELATIONS COMMITTEE
Bob Lipman reported that the work on publicizing the Older Americans Month Celebration on May 26 at the Golden Gate Park Music Concourse is on schedule. Television coverage of the program is anticipated and flyers promoting the event have been distributed throughout the aging community. Betty McQuiston reported on the various performing groups who will appear as part of the variety show. She has been successful in recruiting some of the best senior talent available in San Francisco. Darrick Lam announced that he would sing a few songs. The next meeting of the committee is on Friday, May 17 at 2 p.m., where the odds and ends of the publicity campaign will be addressed.

TRANSPORTATION COMMITTEE
Dorothy Kerr reported that the committee did not meet last month. The Compliment/Complaint program is a top priority for the committee. Ms. Kerr reported that the freeze on the Paratransit taxi scrip program is creating many problems for seniors who desperately need such a service.

BOS COMMITTEE
Lee Jessor was absent and Roger Langford gave a brief report on the Board of Supervisor's hearing regarding financial institutions that practice predatory lending rates. Some seniors have lost their homes because they did not understand the high interest rates and fees being charged. Mr. Langford reported that Dr. Sandra Nathan was at the hearing and made a strong impression with her advocacy on behalf of seniors who have been victimized by predatory loan companies.

HEALTH COMMITTEE
Leonard Ke reported that the committee did not meet last month. However, the issue of increased health costs for seniors will be a priority at the next meeting. There is concern within the aging community over increased rates that HMOs are charging and that Medicare participants are having difficulty in finding affordable health insurance. The Committee plans to work closely with the Board of Supervisors to pursue these issues.

OLD BUSINESS
The California Senior Legislature (CSL) elections took place after the candidates introduced themselves and presented the reasons why they should be elected. They were Norma Campbell, Catalina S. Castaneda, Anne Kirueshkin, Norma V. Laya and Burce Steir. After members of the Advisory Council questioned each candidate, the vote was taken. Joanne Holland and Patrick Hoctel monitored the voting and presented the election results. Bruce Steir was elected as Senior Senator while Norma Campbell and Norma V. Laya were elected Senior Asemblypersons.

NEW BUSINESS
Restructuring of the Neighborhood Senior Central Model
Darrick Lam presented the revised plan stating that input from the public and lead agencies had modified some of the educational requirements for Resource Center Coordinator and I&A Specialist. However, the Neighborhood Resource Centers as conceived after months of

meetings and discussion will take place in October 2002. Mr. Lam stated that as gatekeepers of public funds, it is imperative that such funds be used in the best interests of the consumers who will use the service. Carolyn Devine, a DAC member from Senior Central #2 asked to be heard. She felt that the vote should be delayed because the change was not indicated. Joanne Holland clarified some of the issues that were brought up by Ms. Devine and Mr. Lam carefully explained that this matter had been going on for some time and that it was time to vote.

A motion to approve was made by Jack Horak and seconded by Bob Lipman. Donna Calame, Bill Hollabaugh, Jack Horak, Edmund Jew, Leonard Ke, Anne Kirueshkin, Bob Lipman, Lillian Markinson and Betty McQuiston voted in favor. Marie Conroy-Salbi, Roger Langford and Reeva Olson voted to oppose. Dorothy Kerr abstained. The motion was approved and carried.

Staff recommendation on the award of $17,942 baseline funding during FY 2002-02 for the provision medication of management services for seniors

A motion to approve the award of $17,942 baseline funding to North of Market Senior Services was made by Jack Horak and seconded by Bob Lipman. The motion was unanimously approved and carried.

Staff recommendation on the award of $50,000 baseline funding during FY 2001-02 for the provision of Community Services to tenants of the new John King Senior Community at 500 Raymond Street and seniors residing in Visitacion Valley

A motion to approve the award of $50,000 baseline funding to John King Senior Center was made by Jack Horak and seconded by Bob Lipman. The motion was unanimously approved and carried.

PUBLIC COMMENT
Members of the Advisory Council urged Mr. Lam to actively pursue becoming the next Executive Director of the Department of Aging and Adult Services. He thanked them for their support.

There being no further business, the meeting was adjourned at 11:50 a.m. The next meeting of the Advisory Council will take place on June 19, 2002 in Room 330A, 25 Van Ness Avenue, at 1:30 p.m.

Respectfully submitted by,

William Aguiar Jr.
Senior Information Specialist

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9/02
"revised" agenda

MEETING NOTICE

PLEASE NOTE ROOM CHANGE

DATE:	Wednesday, June 19, 2002
TIME:	9:30 a.m.
PLACE:	25 Van Ness Avenue ***Conference Room 330A***

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE MAY 15, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. BOS Committee: *Lee Jessor*
   B. President's Report: *Bill Hollabaugh*
   C. Director's Report: *Darrick Lam*
   D. Sacramento Report: *Jack Horak*
   E. Health Committee: *Leonard Ke*
   F. Publicity and Public Relations Committee: *Bob Lipman*
   G. Transportation Committee Report: *Dorothy Kerr*
      1. Take Compliment /Complaint campaign to contractors with site visit **Action Item**

5. **OLD BUSINESS**

6. **NEW BUSINESS**
   A. Discussion on meeting time and place: *Bill Hollabaugh*
   B. August 2002 meeting: *Bill Hollabaugh* **Action Item**

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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Department of Aging and Adult Services
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MEETING NOTICE

REVISED
PLEASE NOTE TIME AND ROOM CHANGE

DATE:	Wednesday, June 19, 2002
TIME:	1:30 p.m.
PLACE:	25 Van Ness Avenue ***Conference Room 330A***

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
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City and County of San Francisco

Advisory Council on Aging

7/02

MEETING NOTICE

PLEASE NOTE ROOM CHANGE

DATE:	Wednesday, July 17, 2002
TIME:	9:30 a.m.
PLACE:	**25 Van Ness Avenue, Suite 650** **Conference Room**

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE JUNE 19, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *David Newcomer (for Darrick Lam)*
   C. Sacramento Report: *Jack Horak and Bill Hollabaugh*
   D. Transportation Committee Report: *Dorothy Kerr*
   E. BOS Committee: *Lee Jessor*
   F. Health Committee: *Leonard Ke*
   G. Publicity and Public Relations Committee: *Bob Lipman*

5. **OLD BUSINESS**
   A. Letter to Supervisors on Membership: *Bill Hollabaugh* — **Action Item**
   B. Letter to Supervisors on Unmet Needs: *Bill Hollabaugh* — **Action Item**
   C. Site Visits: *David Newcomer*

6. **NEW BUSINESS**

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, August 21, 2002
TIME:	9:30 a.m.
PLACE:	**25 Van Ness Avenue, Suite 650 Conference Room**

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE JULY 17, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**

08-19-02A10:50 RCVD

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   D. Sacramento Report: *Jack Horak and Bill Hollabaugh*
   E. Publicity and Public Relations Committee Report: Bob Lipman
   F. Transportation Committee Report: *Dorothy Kerr*
   G. BOS Committee Report: *Lee Jessor*
   H. Health Committee Report: *Leonard Ke*

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5. **OLD BUSINESS**
   A. Approval of letter to Mayor Brown from Advisory Council and Aging and Adult Services Commission regarding the designation of Mondragon, Spain as a sister city to San Francisco **Action Item**

6. **NEW BUSINESS**
   A. Nutrition Donation Survey presentation **Action Item**
   B. Staff recommendation for approval of three lead agencies of Neighborhood Resource Centers **Action Item**
   C. Formation of a Bylaws Committee **Action Item**

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

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City and County of San Francisco

Advisory Council on Aging

8/02

MEETING NOTICE

DATE:	Wednesday, September 18, 2002
TIME:	9:30 a.m.
PLACE:	**25 Van Ness Avenue, Suite 650 Conference Room**

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE AUGUST 21, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   D. Sacramento Report: *Jack Horak and Bill Hollabaugh*
   E. Health Committee Report: *Leonard Ke*
   F. Publicity and Public Relations Committee Report: Bob Lipman
   G. Transportation Committee Report: *Dorothy Kerr*
   H. BOS Committee Report: *Lee Jessor*
   I. Living with Dignity Policy Committee: *Donna Calame*

5. **OLD BUSINESS**
   A. Bylaws Committee
   B. Site Visits

6. **NEW BUSINESS**
   A. Approval of Title III E Area Plan Addendum FY 2002-03 — **Action Item**
   B. Discussion on increase in Taxi fare for airport trips

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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Department of Aging and Adult Services

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City and County of San Francisco **Advisory Council on Aging**

6/02

MEETING NOTICE

DATE:	Wednesday, October 16, 2002
TIME:	9:30 a.m.
PLACE:	**25 Van Ness Avenue, Suite 650 Conference Room**

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE SEPTEMBER 18, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Living with Dignity Policy Committee: *Donna Calame*
   D. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   E. Sacramento Report: *Bill Hollabaugh*
   F. Health Committee Report: *Leonard Ke*
      1. Discussion on Health Insurance Coverage
      2. Discussion on Stem Cell Research
   G. Publicity and Public Relations Committee Report: *Bob Lipman*
   H. Transportation Committee Report: *Dorothy Kerr*
   I. BOS Committee Report: *Lee Jessor*

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5. **OLD BUSINESS**
   A. Site Visits
   B. Discussion on increase in Taxi fare for airport trips

6. **NEW BUSINESS**
   A. Letter to Police Department regarding establishment of an Elder Abuse Unit **Action Item**
   B. Appointment of a Nominating Committee **Action Item**

7. **SPECIAL PRESENTATION**
   A. "No More Falls" video from Kaiser Permanente

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

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6/02

City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

Revised
(As of October 10, 2002)

DATE:	Wednesday, October 16, 2002
TIME:	9:30 a.m.
PLACE:	**25 Van Ness Avenue, Suite 650** **Conference Room**

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE SEPTEMBER 18, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Living with Dignity Policy Committee: *Donna Calame*
   D. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   E. Sacramento Report: *Bill Hollabaugh*
   F. Health Committee Report: *Leonard Ke*
      1. Discussion on Health Insurance Coverage
      2. Discussion on Stem Cell Research
   G. Publicity and Public Relations Committee Report: *Bob Lipman*
   H. Transportation Committee Report: *Dorothy Kerr*
   I. BOS Committee Report: *Lee Jessor*

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5. **OLD BUSINESS**
   A. Site Visits
   B. Discussion on increase in Taxi fare for airport trips

6. **NEW BUSINESS**
   A. ***Authorizing staff to issue a Letter of Intent for State Assemblymember Carol Migden's allocation of $250,000 for senior services in Supervisorial District 11.*** ***Action Item***
   B. Letter to Police Department regarding establishment of an Elder Abuse Unit ***Action Item***
   C. Appointment of a Nominating Committee ***Action Item***
   D. ***Approval of Year-End Report for FY 2001-02*** ***Action Item***

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City and County of San Francisco

Advisory Council on Aging

1/02

MEETING NOTICE

(Please note change of location)

DATE:	Wednesday, November 20, 2002
TIME:	9:30 a.m.
PLACE:	**25 Van Ness Avenue** **8th Floor Conference Room**

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE OCTOBER 16, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
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   B. Director's Report: *Darrick Lam*
   C. BOS Committee Report: *Lee Jessor*
   D. Living with Dignity Policy Committee: *Donna Calame*
   E. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   F. Sacramento Report: *Bill Hollabaugh*
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   H. Publicity and Public Relations Committee Report: *Bob Lipman*
   I. Transportation Committee Report: *Dorothy Kerr*

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5. **OLD BUSINESS**

6. **NEW BUSINESS**
   A. Membership
   B. December 2002 meeting **Action Item**

7. **SPECIAL PRESENTATION**
   A. Susan Leal, City Treasurer, on Off-Street Parking Tax collections
   Time specific 10:30 a.m.

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

(415) 864-6051 25 Van Ness Avenue, #650 San Francisco, CA 94102

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Commission on the Aging & Adult Services

City and County of San Francisco

Advisory Council on Aging

.15

1/03

MEETING NOTICE

(Please note location)

DATE:	Wednesday, January 15, 2003
TIME:	9:30 a.m.
PLACE:	**25 Van Ness Avenue** **8th Floor Conference Room**

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE NOVEMBER 20, 2002 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Transportation Committee Report: *Dorothy Kerr*
   D. BOS Committee Report: *Lee Jessor*
   E. Living with Dignity Policy Committee: *Donna Calame*
   F. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   G. Sacramento Report: *Bill Hollabaugh*
   H. Health Committee Report: *Leonard Ke*
   I. Publicity and Public Relations Committee Report: *Bob Lipman*

5. **OLD BUSINESS**

6. **NEW BUSINESS**
   A. Discussion on Membership
   B. Election of Officers **Action Item**

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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Department of Aging and Adult Services
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MEETING NOTICE

DATE:	Wednesday, February 19, 2003
TIME:	9:30 a.m.
PLACE:	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE JANUARY 15, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Publicity and Public Relations Committee Report: *Bob Lipman*
   D. Transportation Committee Report: *Dorothy Kerr*
   E. BOS Committee Report: *Lee Jessor*
   F. Living with Dignity Policy Committee: *Donna Calame*
   G. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   H. Sacramento Report: *Bill Hollabaugh*
   I. Health Committee Report: *Leonard Ke*

5. **OLD BUSINESS**
   A. Discussion on membership

6. **NEW BUSINESS**
   A. Approval of FY 2003-04 Budget **Action Item**

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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City and County of San Francisco **Advisory Council on Aging**

MEETING NOTICE

DATE:	Wednesday, March 19, 2003
TIME:	9:30 a.m.
PLACE:	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE FEBRUARY 19, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Transportation Committee Report: *Dorothy Kerr*
   D. BOS Committee Report: *Lee Jessor*
   E. Living with Dignity Policy Committee: *Donna Calame*
   F. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   G. Sacramento Report: *Bill Hollabaugh*
   H. Health Committee Report: *Leonard Ke*
   I. Publicity and Public Relations Committee Report: *Bob Lipman*

5. **OLD BUSINESS**
   A. Discussion on membership
   B. Resolution encouraging MUNI to explore alternatives other than raising fares for seniors and adults with disabilities **Action Item**

6. **NEW BUSINESS**
   A. Discussion on future activities

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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MEETING NOTICE
REVISED

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TIME:	9:30 a.m.
PLACE:	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE FEBRUARY 19, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
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5. **OLD BUSINESS**
   A. Discussion on membership
   B. Resolution encouraging MUNI to explore alternatives other than raising fares for seniors and adults with disabilities **Action Item**

6. **NEW BUSINESS**
   A. ***Representative to Services and Programs Advisory Committee Care Management Subcommittee*** ***Action Item***
   B. Discussion on future activities

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, April 16, 2003
TIME:	9:30 a.m.
PLACE:	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE MARCH 19, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
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   B. Director's Report: *Darrick Lam*
   C. Publicity and Public Relations Committee Report: *Bob Lipman*
   D. Transportation Committee Report: *Dorothy Kerr*
   E. BOS Committee Report: *Lee Jessor*
   F. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   G. Sacramento Report: *Bill Hollabaugh*
   H. Health Committee Report: *Leonard Ke*

5. **OLD BUSINESS**
   A. Discussion on membership

6. **NEW BUSINESS**
   A. Discussion on the progress of the Robert Wood Johnson Foundation, Community Partnerships for Older Adults grant strategic planning process: *Bill Haskell*
   B. Joint Aging and Adult Services Commission/Advisory Council Legislative Committee **Action Item**

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

REVISED

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5. **OLD BUSINESS**
   A. Discussion on membership
   B. ***Reinstitution of Bylaws Committee***
6. **NEW BUSINESS**
   A. ***Approval of Policy Memorandum No. 37 SF-GetCare Tool Confidentiality Policy*** **Action Item**
   B. Discussion on the progress of the Robert Wood Johnson Foundation, Community Partnerships for Older Adults grant strategic planning process: *Bill Haskell*
   C. Joint Aging and Adult Services Commission/Advisory Council Legislative Committee **Action Item**
7. **PUBLIC COMMENT**
8. **ADJOURNMENT**

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04/09/2003 16:35 4158643991 CCSF COA PAGE 02

City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE: Wednesday, May 21, 2003

TIME: 9:30 a.m.

PLACE: 25 Van Ness Avenue
8th Floor Conference Room

DOCUMENTS DEPT.
MAY 20 2003
SAN FRANCISCO
PUBLIC LIBRARY

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE APRIL 16, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**
4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Joint Legislative Committee Report: *Bill Hollabaugh*
      1. **AB 1369** *Pavley* Health facilities **Action Item**
      Existing law regulates skilled nursing and intermediate care facilities that are regulated by the State Department of Social Services, in which a violation of those regulations directly relating to skilled nursing and intermediate care facilities and residential care facilities for the elderly is a crime. This bill would, beginning January 1, 2005, require every skilled nursing facility, intermediate care facility and residential care facility for the elderly, where the facility's licensed bed capacity exceeds 60 persons, and every senior center, to purchase and train personnel in the use of automatic external defibrillators with this exception – a state-operated skilled nursing or intermediate care facility would not be required to comply with the bill until January 1, 2008.

      2. **AB 1400** *Wolk* Housing: accessibility **Action Item**
      This bill would require a developer of new residential housing to offer buyers a list of universal accessibility modifications that would make the home accessible to persons with disabilities. These modifications shall be at the buyer's expense and would list 12 general adaptations that may be described as standard, limited, optional or not available at a particular development.

      3. **SB 120** *Margett* Elderly and disables persons: home improvement loans **Action Item**
      Existing law requires the California Department of Aging (CDA) to administer the Mello-Granlund Older Californians Act that establishes various programs that serve older individuals including aging information and education programs. It also

establishes the Senior Housing Information and Support Center within the CDA. Within the Department of Housing and Community Development (HCD), SB 120 establishes the Elderly and Disabled Persons' Revolving Home Improvement Loan Program to provide no-interest home improvement loans to qualified elderly and disabled individuals to make non-major home modifications, as administered by HCD.

4. **SB 455** *Torlakson* Home Equity Sales Contracts **Action Item**
This bill is intended to strengthen protections against fraud under the home Equity Sales Contracts Act for homeowners facing foreclosures of their homes. This Act established a five-day cooling off period for homeowners after the sale of their property in addition to other specified requirements. The Mortgage Foreclosure Consultants Act was also enacted to protect "financially unsophisticated" homeowners whose property is in foreclosure and who have been victimized by "foreclosure consultants" who claim to offer expert assistance. This bill would require a court to award a civil penalty of up to $2,500 in civil lawsuits where a homeowner prevails against an equity purchaser for certain violations such as transferring property prior to the cooling off period. This bill would also increase the maximum criminal fine from $10,000 to $25,000 for such violations.

D. Transportation Committee Report: *Dorothy Kerr*
E. BOS Committee Report: *Lee Jessor*
F. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
G. Sacramento Report: *Bill Hollabaugh*
H. Health Committee Report: *Leonard Ke*
I. Publicity and Public Relations Committee Report: *Bob Lipman*

5. OLD BUSINESS
A. Discussion on membership

6. NEW BUSINESS
A. Approval of staff recommendation for Request for Proposal for Title III/VII and Community-Based Services Programs **Action Item**

7. PUBLIC COMMENT

8. ADJOURNMENT

ACCESSIBLE MEETING POLICY

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and Adult Services

City and County of San Francisco **Advisory Council on Aging**

MEETING NOTICE

DOCUMENTS DEPT.

JUN 16 2003

DATE:	SAN FRANCISCO PUBLIC LIBRARY	Wednesday, June 18, 2003
TIME:		9:30 a.m.
PLACE:		25 Van Ness Avenue 8th Floor Conference Room

06-16-03 11:45 VD

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE MAY 21, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Joint Legislative Committee Report: *Bill Hollabaugh*
      1. **AB 1131** *Jackson* Crime **Action Item**
      This bill expands the definition of financial elder and dependent adult abuse to include forgery, fraud or identity theft committed against an elder or dependent adult, and increases the penalties for a second offense of financial elder abuse. The moderate annual cost is projected to be about $180,000.

      2. **AB 1369** *Pavley* Health facilities **Action Item**
      Existing law regulates skilled nursing and intermediate care facilities that are regulated by the State Department of Social Services, in which a violation of those regulations directly relating to skilled nursing and intermediate care facilities and residential care facilities for the elderly is a crime. This bill would, beginning January 1, 2005, require every skilled nursing facility, intermediate care facility and residential care facility for the elderly, where the facility's licensed bed capacity exceeds 60 persons, and every senior center, to purchase and train personnel in the use of automatic external defibrillators with this exception – a state-operated skilled nursing or intermediate care facility would not be required to comply with the bill until January 1, 2008.

      3. **AB 1400** *Wolk* Housing: accessibility **Action Item**
      This bill would require a developer of new residential housing to offer buyers a list of universal accessibility modifications that would make the home accessible to persons with disabilities. These modifications shall be at the buyer's expense and would list 12 general adaptations that may be described as standard, limited, optional or not available at a particular development.

4. **AB 1453** *Parra* Long-term care: resources **Action Item**
This bill would require the California Health and Human Services Agency to submit to the Legislature, by January 1, 2005, a report containing recommendations regarding the application of a "Money Follows the Individual" program that would provide resources for individuals in need of long-term care to exercise choice in determining the type of long-term care setting that best fits their needs, to reside in the community, rather than in institutions, and to receive community-based services. Development of this model is a part of the state's Olmstead Plan. Costs to HHS for the study and report are unknown.

5. **SB 120** *Margett* Elderly and disables persons: home improvement loans **Action Item**
Existing law requires the California Department of Aging (CDA) to administer the Mello-Granlund Older Californians Act that establishes various programs that serve older individuals including aging information and education programs. It also establishes the Senior Housing Information and Support Center within the CDA. Within the Department of Housing and Community Development (HCD), SB 120 establishes the Elderly and Disabled Persons' Revolving Home Improvement Loan Program to provide no-interest home improvement loans to qualified elderly and disabled individuals to make non-major home modifications, as administered by HCD.

6. **SB 226** *Cedillo* Firearms: elder and dependent adult abuse restraining orders **Action Item**
This bill prohibits any persons subject to elder abuse protective orders from obtaining firearms. Under existing law, firearm prohibitions apply to persons subject to domestic violence restraining orders. This bill adds to those provisions of the above mentioned persons. Costs are not significant.

7. **SB 294** *Soto* Statewide Registry: conservators, guardians and trustees **Action Item**
This bill requires all trustees to register in the Statewide Registry maintained by the State Department of Justice, in which all guardians and conservators and *some* trustees must now register. This bill adds trustees to the classes of persons required to register in the Statewide Registry. The bill would require that no reimbursement by the State is required.

8. **SB 455** *Torlakson* Home Equity Sales Contracts **Action Item**
This bill is intended to strengthen protections against fraud under the home Equity Sales Contracts Act for homeowners facing foreclosures of their homes. This Act established a five-day cooling off period for homeowners after the sale of their property in addition to other specified requirements. The Mortgage Foreclosure Consultants Act was also enacted to protect "financially unsophisticated" homeowners whose property is in foreclosure and who have been victimized by "foreclosure consultants" who claim to offer expert assistance. This bill would require a court to award a civil penalty of up to $2,500 in civil lawsuits where a homeowner prevails against an equity purchaser for certain violations such as transferring property prior to the cooling off period. This bill would also increase the maximum criminal fine from $10,000 to $25,000 for such

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violations.

9. **SB 540** *Soto* Residential care facilities for the elderly: special services **Action Item**
   This bill requires a licensee of a residential care facility for the elderly that advertises or promotes special services and programs for persons with any specific health condition, such as dementia, to disclose to each prospective resident prior to admission, a narrative description of these services and programs. It also requires all reasonable efforts to be made to communicate this information to a person who is unable to read it him or herself. The bill would require that no reimbursement by the State is required.

D. BOS Committee Report: *Lee Jessor*
E. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
F. Sacramento Report: *Bill Hollabaugh*
G. Health Committee Report: *Leonard Ke*
H. Publicity and Public Relations Committee Report: *Bob Lipman*
I. Transportation Committee Report: *Dorothy Kerr*

5. OLD BUSINESS
A. Review of Mayor's Summit on Aging

6. NEW BUSINESS
A. Site Visits

7. PUBLIC COMMENT

8. ADJOURNMENT

MEETING NOTICE

DOCUMENTS DEPT.
JUL 11 2003

DATE:		Wednesday, July 16, 2003
TIME:		9:30 a.m.
PLACE:	SAN FRANCISCO PUBLIC LIBRARY	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE JUNE 18, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **SPECIAL PRESENTATION**
   A. Librarian Susan Hildreth on the Branch Library Improvement Program Advisory Committee

4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Nominating Committee Report: *Lillian Markinson*
      1. Election of Second Vice President **Action Item**
   D. Joint Legislative Committee Report: *Bill Hollabaugh*
   E. Transportation Committee Report: *Dorothy Kerr*
   F. BOS Committee Report: *Lee Jessor*
   G. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   H. Sacramento Report: *Bill Hollabaugh*
   I. Health Committee Report: *Leonard Ke*
   J. Publicity and Public Relations Committee Report: *Bob Lipman*

5. **OLD BUSINESS**
   A. Site Visits

6. **NEW BUSINESS**
   A. Approval of the Area Plan 2001-05: FY 2003-04 Update **Action Item**

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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Commission on the Aging and Adult Services

City and County of San Francisco **Advisory Council on Aging**

MEETING NOTICE
Revised

DATE:	Wednesday, July 16, 2003
TIME:	9:30 a.m.
PLACE:	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE JUNE 18, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **SPECIAL PRESENTATION**
   A. Librarian Susan Hildreth on the Branch Library Improvement Program Advisory Committee

5. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Nominating Committee Report: *Lillian Markinson*
      1. Election of Second Vice President **Action Item**
   D. Joint Legislative Committee Report: *Bill Hollabaugh*
   E. Transportation Committee Report: *Dorothy Kerr*
      1. *Resolution regarding sales tax expenditure plan* ***Action Item***
   F. BOS Committee Report: *Lee Jessor*
   G. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   H. Sacramento Report: *Bill Hollabaugh*
   I. Health Committee Report: *Leonard Ke*
   J. Publicity and Public Relations Committee Report: *Bob Lipman*

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SAN FRANCISCO
PUBLIC LIBRARY

6. **OLD BUSINESS**
   A. Site Visits

7. **NEW BUSINESS**
   A. Approval of the Area Plan 2001-05: FY 2003-04 Update **Action Item**

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, August 20, 2003
TIME:	9:30 a.m.
PLACE:	25 Van Ness Avenue 8th Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE JULY 16, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**
4. **REPORTS**
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5. **OLD BUSINESS**
6. **NEW BUSINESS**
7. **PUBLIC COMMENT**
8. **ADJOURNMENT**

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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

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cancelled

THE AUGUST 2003 ADVISORY COUNCIL ON AGING MEETNG HAS BEEN CANCELLED

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(415) 864-6051 25 Van Ness Avenue, #650 San Francisco, CA 94102

City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE: Wednesday, September 17, 2003

TIME: 9:30 a.m.

PLACE: 25 Van Ness Avenue
8th Floor Conference Room

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AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE JULY 16, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**
4. **REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Nominating Committee Report: *Lillian Markinson*
   D. Joint Legislative Committee Report: *Bill Hollabaugh*

   1. **SB 2** (*Speier*) Health Care Coverage **Action Item**
   This bill would declare the intent of the Legislature to develop an employer based health care coverage system that provides health insurance to every employee in California.

   2. **SB 294** *(Soto)* Statewide Registry: conservators, guardians and trustees **Action Item**
   This bill requires all trustees to register in the Statewide Registry maintained by the State Department of Justice, in which all guardians and conservators and *some* trustees must now register. This bill adds trustees to the classes of persons required to register in the Statewide Registry. The bill would require that no reimbursement by the State is required.

   3. **SB 540** *(Soto)* **Residential** care facilities for the elderly: special services **Action Item**
   This bill requires a licensee of a residential care facility for the elderly that advertises or promotes special services and programs for persons with any specific health condition, such as dementia, to disclose to each prospective resident prior to admission, a narrative description of these services and programs. It also requires all reasonable efforts to be made to communicate this information to a person who is unable to read it him or herself. The bill would require that no reimbursement by the State is required.

875 Stevenson Street ▪ 3rd Floor ▪ San Francisco ▪ CA 94103
Telephone (415) 355-3555 ▪ Fax Number (415) 355-6785

E. Transportation Committee Report: *Dorothy Kerr*
F. BOS Committee Report: *Lee Jessor*
G. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
H. Sacramento Report: *Bill Hollabaugh*
I. Health Committee Report: *Leonard Ke*
J. Publicity and Public Relations Committee Report: *Bob Lipman*

5. OLD BUSINESS

6. NEW BUSINESS

A. Presentation on services of Rose Resnick Lighthouse for the Blind and Visually Impaired: *Anita Aaron*

7. PUBLIC COMMENT

8. ADJOURNMENT

ACCESSIBLE MEETING POLICY

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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, October 15, 2003
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3rd Floor Large Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE SEPTEMBER 17, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **ADVISORY COUNCIL REPORTS**
   A. President's Report: *Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Publicity and Public Relations Committee Report: *Bob Lipman*
   D. Health Committee Report: *Leonard Ke*
   E. BOS Committee Report: *Lee Jessor*
   F. Transportation Committee Report: *Dorothy Kerr*
   G. Joint Legislative Committee Report: *Bill Hollabaugh*

5. **OTHER REPORTS**
   A. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   B. Sacramento Report: *Bill Hollabaugh*

6. **OLD BUSINESS**

7. **NEW BUSINESS**
   A. IHSS Presentation: *Luis Calderon*
   B. Appoint Nominating Committee

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

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and Adult Services

City and County of San Francisco **Advisory Council on Aging**

MEETING NOTICE

DATE:	Wednesday, November 19, 2003
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3rd Floor Large Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE OCTOBER 15, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **ADVISORY COUNCIL REPORTS**
   - A. President's Report: *Lee Jessor*
   - B. Director's Report: *Darrick Lam*
   - C. Publicity and Public Relations Committee Report: *Bob Lipman*
   - D. Health Committee Report: *Leonard Ke*
   - E. BOS Committee Report: *Lee Jessor*
   - F. Transportation Committee Report: *Dorothy Kerr*
   - G. Joint Legislative Committee Report: *Lee Jessor*

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5. **OTHER REPORTS**
   - A. Services and Programs Advisory Committee Report
   - B. Sacramento Report: *Lee Jessor*

6. **OLD BUSINESS**
   - A. Nominating Committee Update

7. **NEW BUSINESS**
   - A. Resource Centers Report
   - B. Coalition of Agencies Serving the Elderly (CASE) Report: *Margaret Baran*
   - C. Discussion of Bylaws

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, January 21, 2003
TIME:	10:00 a.m.
PLACE:	First Unitarian Universalist Church, Starr King Room, 1187 Franklin, (at Geary Blvd.)

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The FY 2004 – 2005 Funding Priority Allocation Consumer Town Hall Meeting for Seniors and Adults with Disabilities will serve as the January 2004 Advisory Council meeting.

Advisory Council President Anita Aaron will be receiving testimony, and all Advisory Council members are encouraged to give testimony.

The Advisory Council will resume its regularly scheduled meetings on February 18, 2004, at 9:30 a.m. at 875 Stevenson Street, 3rd Floor, Golden Gate Conference Room.

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(415) 355-3555 875 Stevenson Street, 3rd Floor San Francisco, CA 94103

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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, February 18, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE DECEMBER 17, 2003 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Anita Aaron*
   B. Director's Report: *Darrick Lam*
   C. Publicity and Public Relations Committee Report: *Bob Lipman*
   D. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   E. Sacramento Report: *Bill Hollabaugh*
   F. CASE: *TBD*
   G. Joint Legislative Committee Report: *Bill Hollabaugh*

5. **FY 2004-05 Budget**
   A. Including Younger Adults with Disabilities in the Home Delivered Meals Program
   B. Update on FY 2004-05 Budget

6. Establishment of Nominating Committee to conduct California Senior Legislature elections in April **Action Item**

7. Develop list of recommendations to Commission on Advisory Council Appointments and expiring terms **Action Item**

8. **OLD BUSINESS**
   A. Site Visits

9. **NEW BUSINESS**
   A. 2004 Goals for DAAS Advisory Council

10. **PUBLIC COMMENT**

11. **ADJOURNMENT**

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Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

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Advisory Council on Aging

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AGENDA

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4. **REPORTS**
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5. **FY 2004-05 Budget**
   A. Including Younger Adults with Disabilities in the Home Delivered Meals Program
   B. Update on FY 2004-05 Budget

6. Establishment of Nominating Committee to conduct California Senior Legislature elections in April **Action Item**

7. Develop list of recommendations to Commission on Advisory Council Appointments and expiring terms **Action Item**

8. **OLD BUSINESS**
   A. Site Visits

9. **NEW BUSINESS**
   A. 2004 Goals for DAAS Advisory Council
   B. Presentation: San Franciscans Aging Health, Active and Strong: *Stella Wu Chu, DAAS*

MEETING NOTICE
REVISED

10. PUBLIC COMMENT

11. ADJOURNMENT

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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, March 17, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE February 18, 2004 ADVISORY COUNCIL ON AGING MEETING MINUTES**
4. **REPORTS**
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   - D. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   - E. Sacramento Report: *Bill Hollabaugh*
   - F. Board of Supervisors Report
   - G. CASE: *TBD*
   - H. Joint Legislative Committee Report: *Bill Hollabaugh*
5. **FY 2004-05 Budget**
   - A. Including Younger Adults with Disabilities in the Home Delivered Meals Program
   - B. Update on FY 2004-05 Budget
6. **OLD BUSINESS**
   - A. Site Visits
7. **NEW BUSINESS**
   - A. Report from Nominating Committee on California Senior Legislature elections in April
   - B. Update on recommendations to Commission on Advisory Council Appointments and expiring terms
8. **PUBLIC COMMENT**
9. **ADJOURNMENT**

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Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

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Commission on the Aging

City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, April 21, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE March 17, 2004 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Anita Aaron*
   B. Director's Report: *Darrick Lam*
   C. Publicity and Public Relations Committee Report: *Bob Lipman*
   D. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   E. Sacramento Report: *Bill Hollabaugh*
   F. Board of Supervisors Report
   G. CASE: *TBD*
   H. Joint Legislative Committee Report: *Bill Hollabaugh*

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5. **FY 2004-05 Budget**
   A. Resolution on FY 2004-05 Budget

6. **OLD BUSINESS**
   A. CSL Election
   B. Site Visits

7. **NEW BUSINESS**
   A. Forum on the long range strategic plan on Aging: "Strategic Plan for an Aging California Population"

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

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City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, May 19, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE APRIL 21, 2004 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   - A. President's Report: *Anita Aaron*
   - B. Director's Report: *Darrick Lam*
   - C. Joint Legislative Committee Report: *Bill Hollabaugh*
   - D. Publicity and Public Relations Committee Report: *Bob Lipman*
   - E. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   - F. Sacramento Report: *Bill Hollabaugh*
   - G. Board of Supervisors Report: *Lee Jessor*
   - H. CASE: *Bill Hollabaugh*

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5. **FY 2004-05 Budget**
   - A. Update on FY 2004-05 Budget

6. **OLD BUSINESS**
   - A. California Senior Legislature Nominees Ratification **Action Item**
   - B. Site Visits Update
   - C. Further Discussion on a Community Forum re: the Long Range Plan for Aging in California
   - D. Recommendations to Aging and Adult Services Commission on Advisory Council Appointments and Expiring Terms Update
   - E. Review Proposal made by CASE on a Joint Forum to Discuss Common Advocacy Issues

7. **NEW BUSINESS**
   - A. Resolution to Restore Funding for the Department of Aging and Adult Services **Action Item**
   - B. Draft Resolution to Provide Services for Younger Adults with Disabilities
   - C. Upcoming Presentation of Strategic Plan on ***Living with Dignity in San Francisco*** (June 16, 2004)

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

Department of Aging and Adult Services
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Committee on the Aging

City and County of San Francisco **Advisory Council on Aging**

MEETING NOTICE
(REVISED MAY 13, 2004)

DATE:	Wednesday, May 19, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

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AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE APRIL 21, 2004 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Anita Aaron*
   B. Director's Report: *Darrick Lam*
   C. Joint Legislative Committee Report: *Bill Hollabaugh* **Action Item**
   D. Publicity and Public Relations Committee Report: *Bob Lipman*
   E. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   F. Sacramento Report: *Bill Hollabaugh*
   G. Board of Supervisors Report: *Lee Jessor*
   H. CASE: *Bill Hollabaugh*

5. **FY 2004-05 Budget**
   A. Update on FY 2004-05 Budget

6. **OLD BUSINESS**
   A. California Senior Legislature Nominees Ratification **Action Item**
   B. Site Visits Update
   C. Further Discussion on a Community Forum re: the Long Range Plan for Aging in California
   D. Recommendations to Aging and Adult Services Commission on Advisory Council Appointments and Expiring Terms Update
   E. Review Proposal made by CASE on a Joint Forum to Discuss Common Advocacy Issues

7. **NEW BUSINESS**
   A. Resolution to Restore Funding for the Department of Aging and Adult Services **Action Item**
   B. Draft Resolution to Provide Services for Younger Adults with Disabilities
   C. Upcoming Presentation of Strategic Plan on ***Living with Dignity in San Francisco*** (June 16, 2004)

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

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Commission on the Aging and Adult Services

City and County of San Francisco **Advisory Council on Aging**

MEETING NOTICE

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DATE:	Wednesday, June 16, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE MAY 19, 2004 ADVISORY COUNCIL ON AGING MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Anita Aaron/Bill Hollabaugh*
   B. Director's Report: *Darrick Lam*
   C. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   D. Sacramento Report: *Bill Hollabaugh*
   E. Board of Supervisors Report: *Lee Jessor*
   F. Publicity and Public Relations Committee Report: *Bob Lipman*
   G. CASE: *Bill Hollabaugh*
   H. Joint Legislative Committee Report: *Marie Conroy-Salbi* **Action Item**

5. **FY 2004-05 Budget**
   A. Update on FY 2004-05 Budget
      1. Discussion with Marie Joblings, Executive Director of Planning for Elders in the Central City, on evaluation of current budget and how to take action

6. **OLD BUSINESS**
   A. California Senior Legislature Election
   B. Site Visits Update
   C. Update on Aging and Adult Services Commission Nominations to Advisory Council on Aging
   D. Update on Presentation of Strategic Plan on ***Living with Dignity in San Francisco*** (postponed to July 21, 2004)

7. **NEW BUSINESS**
   A. Resolution to Support Mercy Housing Project **Action Item**
   B. Orientation for New Advisory Council Members

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

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Committee on the Aging and Adult Services

City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, July 21, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

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AGENDA

1. **INTRODUCTION OF NEW MEMBERS**
2. **CALL TO ORDER AND ROLL CALL**
3. **APPROVAL OF THE AGENDA**
4. **APPROVAL OF THE JUNE 16, 2004 ADVISORY COUNCIL ON AGING MEETING MINUTES**
5. **REPORTS**
   - A. President's Report: *Anita Aaron*
   - B. Director's Report: *Shireen McSpadden*
   - C. Special Presentation of Strategic Plan on ***Living with Dignity in San Francisco***: *Bill Haskell/Nancy Giunta*
   - D. Joint Legislative Committee Report: *Marie Conroy-Salbi* **Action Item**
   - E. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   - F. Sacramento Report: *Bill Hollabaugh*
   - G. Board of Supervisors Report: *Lee Jessor*
   - H. Publicity and Public Relations Committee Report: *Bob Lipman*
   - I. CASE: *Bill Hollabaugh*
4. **FY 2004-05 Budget**
   - A. Update on FY 2004-05 Budget: *Shireen McSpadden*
6. **OLD BUSINESS**
   - A. California Senior Legislature Election
   - B. Site Visits Update
   - C. Update on Aging and Adult Services Commission Nominations to Advisory Council on Aging
   - D. Orientation for New Advisory Council Members
7. **NEW BUSINESS**
   - A. Election of new Advisory Council on Aging Secretary **Action Item**
   - B. Letter to Board of Supervisors regarding proposed change in Budget Committee recommendations **Action Item**
8. **PUBLIC COMMENT**
9. **ADJOURNMENT**

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City and County of San Francisco

Advisory Council on Aging

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DATE:	Wednesday, July 21, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

AGENDA

1. **INTRODUCTION OF NEW MEMBERS**
2. **CALL TO ORDER AND ROLL CALL**
3. **APPROVAL OF THE AGENDA**
4. **APPROVAL OF THE JUNE 16, 2004 ADVISORY COUNCIL ON AGING MEETING MINUTES**
5. **REPORTS**
   - A. President's Report: *Anita Aaron*
   - B. Director's Report: *Shireen McSpadden*
   - C. Special Presentation of Strategic Plan on ***Living with Dignity in San Francisco***: *Bill Haskell/Nancy Giunta*
   - D. Joint Legislative Committee Report: *Marie Conroy-Salbi* **Action Item**
   - E. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   - F. Sacramento Report: *Bill Hollabaugh*
   - G. Board of Supervisors Report: *Lee Jessor*
   - H. Publicity and Public Relations Committee Report: *Bob Lipman*
   - I. CASE: *Bill Hollabaugh*
6. **FY 2004-05 Budget**
   - A. Update on FY 2004-05 Budget: *Shireen McSpadden*
7. **OLD BUSINESS**
   - A. California Senior Legislature Election
   - B. Site Visits Update
   - C. Update on Aging and Adult Services Commission Nominations to Advisory Council on Aging
   - D. Orientation for New Advisory Council Members
8. **NEW BUSINESS**
   - A. Election of new Advisory Council on Aging Secretary **Action Item**
   - B. Letter to Board of Supervisors regarding proposed change in Budget Committee recommendations **Action Item**
9. **PUBLIC COMMENT**
10. **ADJOURNMENT**

Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

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Commission on the Aging

City and County of San Francisco

Advisory Council on Aging

MEETING NOTICE

DATE:	Wednesday, September 15, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

AGENDA

1. **INTRODUCTION**
2. **CALL TO ORDER AND ROLL CALL**
3. **APPROVAL OF THE AGENDA**
4. **APPROVAL OF THE JULY 21, 2004 ADVISORY COUNCIL ON AGING MEETING MINUTES**
5. **REPORTS**
   - A. President's Report: *Anita Aaron*
   - B. Director's Report: *Darrick Lam*
   - C. Publicity and Public Relations Committee Report: *Bob Lipman*
   - D. Joint Legislative Committee Report: *Marie Conroy-Salbi* — **Action Item**
   - E. Services and Programs Advisory Committee Report: *Bill Hollabaugh*
   - F. Sacramento Report: *Bill Hollabaugh*
   - G. CASE: *Bill Hollabaugh*
   - H. Board of Supervisors Report: *Lee Jessor*

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6. **FY 2004-05 Budget**
   - A. Update on FY 2004-05 Budget: *Shireen McSpadden*
7. **OLD BUSINESS**
   - A. California Senior Legislature Election
   - B. Site Visits Update
   - C. Orientation for New Advisory Council Members
8. **NEW BUSINESS**
   - A. Election of new Advisory Council on Aging President and Secretary (Nominations from the floor is welcomed) — **Action Item**
   - B. California Performance Review — **Action Item**
9. **PUBLIC COMMENT**
10. **ADJOURNMENT**

Department of Aging and Adult Services
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Commission on the Aging and Adult Services

City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, October 20, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

AGENDA

1. **INTRODUCTION**
2. **CALL TO ORDER AND ROLL CALL**
3. **APPROVAL OF THE AGENDA**
4. **APPROVAL OF THE SEPTEMBER 15, 2004 ADVISORY COUNCIL ON AGING MEETING MINUTES**
5. **SELF-INTRODUCTION FOR ALL MEMBERS**
6. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Darrick Lam*
   C. Board of Supervisors Report: *Lee Jessor*
   D. Services and Programs Advisory Committee Report: *Shireen McSpadden*
   E. Joint Legislative Committee Report: *Marie Conroy-Salbi*
   F. Publicity and Public Relations Committee Report: *Bob Lipman*
   G. Living with Dignity Policy Committee Report: *Luis Calderon*
7. **FY 2004-05 Budget**
   A. $750K Plan for Board of Supervisors Update: *Shireen McSpadden*
   B. Parking Tax Revenue Update: *Shireen McSpadden*
8. **OLD BUSINESS**
   A. Site Visits Update
9. **NEW BUSINESS**
   A. Update on Contracting Issues: *Shireen McSpadden*
   B. Area Plan 2005-09 Development and Creation of Ad Hoc Committee
   C. New Goals for Advisory Council
10. **PUBLIC COMMENT**
11. **ADJOURNMENT**

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, November 10, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE OCTOBER 20, 2004 ADVISORY COUNCIL MEETING MINUTES**
4. **SELF INTRODUCTION FOR 2 MEMBERS**
5. **AREA PLAN 2005-09**
6. **NEW GOALS FOR THE ADVISORY COUNCIL**
   A. Review and Set Goals for the Next Year
   B. Assign Responsibility for Completing Goals
7. **FY 2004-05 BUDGET**
   A. Reduction Plan for Current Fiscal Year
   B. Status of New Employees
8. **OLD BUSINESS**
   A. Site Visits Reports
   B. Review Reporting Form
   C. Feedback from Program Analyst
9. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Darrick Lam*
   C. Living with Dignity Policy Committee/San Fracnisco's Long-term Care Coordinating Council Report. *Luis Calderon*
   D. Board of Supervisors Report: *Lee Jessor*
   E. Services and Programs Advisory Committee Report: *Darrick Lam*
   F. Joint Legislative Committee Report: *Marie Conroy-Salbi*
   G. Publicity and Public Relations Committee Report: *Bob Lipman*
   H. Sacramento Report: *Bill Hollabaugh*
10. **NEW BUSINESS**
11. **PUBLIC COMMENT**
12. **ADJOURNMENT**

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Department of Aging and Adult Services
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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

cancelled

DATE:	Wednesday, November 10, 2004
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street 3rd Floor Conference Room

**** Please Note Change ****

The November 17,2004 Advisory Council Committee Meeting has been re-scheduled to Wednesday, November 10,2004.

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Department of Aging and Adult Services
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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, December 15, 2004
TIME:	9:30 a.m.
PLACE:	***170 Otis Street, Born Auditorium***

PLEASE NOTE LOCATION CHANGE

The Human Services Agency is holding a budget forum for the Department of Aging and Adult Services (DAAS) on the same day as the regular monthly Advisory Council to Aging and Adult Services Commission meeting. Due to the importance of this budget forum, the Steering Committee has decided to have a short meeting from 9:30 a.m. to 10:00 a.m. so that members of the Advisory Council can attend and provide positive feedbacks on the needs of DAAS. Attendance of Advisory Council Members is vital and punctuality is appreciated.

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE NOVEMBER 10, 2004 ADVISORY COUNCIL MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Darrick Lam*
   C. Sacramento Report: *Bill Hollabaugh*
   D. San Francisco's Long-term Care Coordinating Council Report: *Luis Calderon*
   E. Board of Supervisors Report: *Lee Jessor*
   F. Services and Programs Advisory Committee Report: *Shireen McSpadden*
   G. Publicity and Public Relations Committee Report: *Bob Lipman*

5. **NOMINATION AND ELECTION OF NEW OFFICERS**
   A. Nominating Committee Report
   B. Nominations from the Floor — **ACTION ITEM**
   C. Election of New Officers — **ACTION ITEM**

6. **PREPARATION FOR BUDGET FORUM**
   A. Review of Reduction Plan for Current Fiscal Year
   B. Status of New Employees
   C. Department of Aging and Adult Services Program Priorities

7. **OLD BUSINESS**

8. **NEW BUSINESS**

9. **PUBLIC COMMENT**

10. **ADJOURNMENT**

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Department of Aging and Adult Services
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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, January 19, 2005
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE DECEMBER 15, 2004 ADVISORY COUNCIL MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Darrick Lam*
   C. Sacramento Report: *Bill Hollabaugh*
   D. San Francisco's Long-term Care Coordinating Council Report: *Luis Calderon*
   E. Board of Supervisors Report: *Lee Jessor*
   F. Services and Programs Advisory Committee Report: *Shireen McSpadden*
   G. Publicity and Public Relations Committee Report: *Bob Lipman*

5. **OLD BUSINESS**
   A. Site Visit Report

6. **NEW BUSINESS**

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

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SOUND-PRODUCING ELECTRONIC DEVICES PROHIBITED

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, February 16, 2005
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

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AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE JANUARY 19, 2005 ADVISORY COUNCIL MEETING MINUTES**
4. **REPORTS**
   A. President's Report: *Luis Calderon*

   B. Director's Report: *Darrick Lam*

   C. Sacramento Report: *Bill Hollabaugh*

   D. Joint Legislative Committee Report: *Marie Conroy-Salbi*
      1. **A.B. No. 63** *Elderly and Disabled Home Improvement Loan Program* (Strickland) **ACTION ITEM**
         Summary
         This bill would:
         1) Establish within the Department of Housing and Community Development the Elderly and Disabled Persons' Revolving Home Improvement Loan Program.

         2) Provide grants to local public agencies or nonprofit corporations, or to provide no-interest home improvement loans to qualified low-and-moderate income elderly and disabled individuals to assist them with daily activities and prevent injury and to allow them to remain safely in their own homes.

2. **A.B. No. 73** *Prescription Drugs: Importation: Procurement* (Frommer and Chan) **ACTION ITEM**

Summary

This bill would:

1) Establish the California Rx Prescription Drug Web Site Program.

2) Require the State Department of Health Services to administer the program and establish a Web site on or before July 1, 2006, to provide information to California residents about options for obtaining prescription drugs at affordable prices.

3) Require that the Web site, at a minimum, provide information about, and establish electronic links to, certain federal, state, and pharmaceutical programs, pharmacies that are located in Canada, England, and Ireland and that meet specified requirements, and other Web sites.

4) Authorize the department to assess a fee on international pharmacies that the department reviews for possible inclusion on the Web site to offset the cost of reviewing those pharmacies.

5) Require the department's Web site to include price comparisons of prescription drugs, including prices charged by licensed pharmacies in the state and international pharmacies that provide mail order service to the United States and whose Web sites are linked to the department's Web site.

6) Require the department to coordinate a review of state departments and agencies that purchase prescription drugs to determine which state programs may save significant state funds by purchasing from sources other than those from which the state now purchases, including sources that meet the requirements to be listed on the California Rx Prescription Drug Web site.

7) Require the department, on or before January 1, 2007, to conduct the review and report to the Legislature. The bill would require the report to recommend options to facilitate more cost-effective acquisition of prescription drugs. The bill would authorize the department to establish pilot programs under which purchases of prescription drugs from international pharmacies would be made at reduced prices for purposes of state departments and agencies.

3. **A.B. No. 74** *California Rx Prescription Drug Hotline* (Gordon and Frommer) **ACTION ITEM**

Summary

This bill would:

1) Require the Department of Health Services to establish the California Rx Prescription Drug Hotline, on or before July 1, 2006, to provide information to consumers and health care providers about options for obtaining prescription drugs at affordable prices.

2) Establish a maximum cost per call to the hotline and require the hotline to provide specific information.

4. **A.B. No. 75** *Pharmaceutical Assistance Program* (Frommer and Chan) **ACTION ITEM**

Summary

This bill would:

1) Establish the California Rx Plus State Pharmacy Assistance Program, to be administered by the Department of Health Services.

2) Authorize the department to negotiate drug rebate agreements with drug manufacturers to provide for program drug discounts.

3) Authorize any licensed pharmacy or drug manufacturer to provide services under the program.

4) Establish eligibility criteria and application procedures for California residents to participate in the program.

5) Establish the California Rx Plus Program Fund, as a continuously appropriated fund, into which all payments received under the program would be deposited, with this fund to be used for the purpose of implementing the program.

6) Transfer $5,000,000 from the General Fund to the California Rx Plus Program Fund, thus constituting an appropriation.

5. **S.B. No. 19** *California Rx Program* (Ortiz) **ACTION ITEM**

Summary

This bill would:

1) Establish the California Pharmacy Assistance Program (Cal Rx) under the oversight of the Department of Health Services.

2) Authorize the department to implement and administer Cal Rx through a contract with a 3rd-party vendor or utilizing existing health care service provider enrollment and payment mechanisms.

3) Require the department or 3rd-party vendor to attempt to negotiate drug rebate agreements for Cal Rx with drug manufacturers.

4) Authorize any licensed pharmacy and any drug manufacturer, as defined, to provide services under Cal Rx.

5) Establish eligibility criteria and application procedures for California residents to participate in Cal Rx. The application process would require an applicant to attest to information provided under penalty of perjury, which would expand the definition of an existing crime, thereby imposing a state-mandated local program.

6) Authorize the department to terminate the program if any one of 3 determinations are made:
   - That there are insufficient discounts to participants to make Ca Rx viable.
   - That there are an insufficient number of applicants for Cal Rx.
   - That the department is unable to find a responsible third-party vendor to administer Cal Rx.

7) Establish the California State Pharmacy Assistance Program Fund into which all payments received under Cal Rx would be deposited.

8) Continuously appropriate the fund to the department for purposes of Cal Rx.

E. San Francisco's Long-term Care Coordinating Council Report: *Luis Calderon*

F. Board of Supervisors Report: *Lee Jessor/Jessica Bay*

G. Services and Programs Advisory Committee Report: *Shireen McSpadden*

H. Publicity and Public Relations Committee Report: *Bob Lipman*

5. OLD BUSINESS

A. Site Visit List and Report

B. Area Plan 2005-09 Development Update

6. NEW BUSINESS

A. Resolution of Appreciation for Vera Haile **ACTION ITEM**

B. Business Cards Ordering

C. Supervisor Visitation Effort

D. Advisory Council Membership Issues

1. Members' Terms Update
2. Consideration of Committees of the Advisory Council and their Membership
3. Representation on Services and Programs Advisory Committee
4. Paratransit Coordinating Council

7. PUBLIC COMMENT

8. ADJOURNMENT

Department of Aging and Adult Services
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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, March 16, 2005
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

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AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE FEBRUARY 16, 2005 ADVISORY COUNCIL MEETING MINUTES**
4. **REPORTS (PART 1)**
   A. President's Report: *Luis Calderon*

   B. Director's Report: *Darrick Lam*
5. **MANAGEMENT LETTER FROM THE CALIFORNIA DEPARTMENT OF AGING REGARDING NON-COMPLIANCE OF AREA PLAN UPDATE FOR FY 2004-05:** *Darrick Lam*
6. **AREA PLAN FY 2005-09 DEVELOPMENT:** *Ilene Shaw*
7. **OLD BUSINESS**
   A. Site Visits Report

   B. Supervisor Visitation Effort
8. **REPORTS (PART 2)**
   A. Publicity and Public Relations Committee Report: *Bob Lipman*

   B. Sacramento Report: *Bill Hollabaugh*

   C. Joint Legislative Committee Report: *Marie Conroy-Salbi*

1. **A.B. 10** *Inappropriate Placement of Disabled Persons* (Daucher) **ACTION ITEM**

Summary
This bill would:

- Require all private and public health facilities licensed as general acute care hospitals or skilled nursing facilities to take steps to comply with the United States Supreme Court decision in Olmstead v. L.C. by Zimring (1999) 527 U.S. 581, regarding community placement of disabled persons.
- Require the Secretary of California Health and Human Services to adopt a statewide uniform patient assessment instrument and would require the facilities to adopt patient assessment procedures that are in compliance with that instrument.

2. **A.B. 230** *Alzheimer's Day Care Resource Center* (Horton) **ACTION ITEM**

Summary
This bill would:

- Provide that in selecting direct service contractors for the Alzheimer's Day Care-Resource Center Program, and in awarding any contract for the Linkages Program, an area agency on aging would be required to use the competitive bidding process, except that after the initial contract with that contractor is entered, the bill would authorize the area agency on aging to continue to contract with that contractor without using the competitive bidding process, unless the area agency on aging deems it in the best interest of the state to use the competitive bidding process.
- Require an area agency on aging that continues a contract without using the competitive bidding process, to disclose this fact to the public at its annual public hearing.

3. **A.B. 654** *California Compassionate Choice Act* (Berg) **ACTION ITEM**

Summary
This bill would:

- Enact the California Compassionate Choice Act, which would authorize an adult who meets certain qualifications, and who has been determined by his or her attending physician to be suffering from a terminal disease, as defined, to make a request for medication for the purpose of ending his or her life in a humane and dignified manner.
- Establish procedures for making these requests.
- Further provide that no provision in a contract, will, or other agreement, or in a health care service plan contract, policy of disability insurance, or health benefit plan contract, shall be valid to the extent it would affect whether a person may make or rescind a request for medication for the purpose of ending his or her life in a humane and dignified manner.
- Prohibit the sale, procurement, or issuance of any life, health, or accident insurance or annuity policy, or the rate charged for any policy, from being conditioned upon or affected by the request.

3. **A.B. 654** *California Compassionate Choice Act* (Berg) – cont.

Summary – cont.
This bill would:

- Require that nothing in its provisions be construed to authorize ending a patient's life by lethal injection, mercy killing, or active euthanasia, and would provide that action taken in accordance with the act shall not constitute suicide or homicide.
- Provide immunity from civil or criminal liability or professional disciplinary action for participating in good faith compliance with the act.
- Provide that willful alteration or forgery of a request with certain intent, and coercion or exertion of undue influence on a patient to make a request, are felonies, thereby imposing a state-mandated local program.
- Require the State Department of Health Services to adopt regulations regarding the collection of information to determine the use of and compliance with the act, and would require the department to annually review a sample of certain records and make a statistical report of the information collected.
- Provide that no reimbursement for local agencies and school districts is required by this act.

D. San Francisco's Long-term Care Coordinating Council Report: *Luis Calderon*

E. Board of Supervisors Report: *Jessica Bay*

F. Services and Programs Advisory Committee Report: *Shireen McSpadden*

9. NEW BUSINESS

10. PUBLIC COMMENT

11. ADJOURNMENT

Department of Aging and Adult Services
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Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, April 20, 2005
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE MARCH 16, 2005 ADVISORY COUNCIL MEETING MINUTES**

4. **REPORTS (PART 1)**
   A. President's Report: *Luis Calderon*

   B. Director's Report: *Darrick Lam*

5. **AREA PLAN FY 2005-09:** *Ilene Shaw and Dan Kelly*
   A. Public hearing on the Draft Area Plan FY 2005-09

   B. Adoption of the Draft Area Plan FY 2005-09 **ACTION ITEM**

6. **OLD BUSINESS**
   A. Site Visits Report

   B. Supervisor Visitation Effort

7. **REPORTS (PART 2)**
   A. Services and Programs Advisory Committee Report: *Shireen McSpadden*

   B. Publicity and Public Relations Committee Report: *Bob Lipman*

   C. Sacramento Report: *Bill Hollabaugh*

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D. Joint Legislative Committee Report: *George Schofield*

1. **A.B. 10** Inappropriate Placement of Disabled Persons (Daucher) **ACTION ITEM**
Legislative Committee Recommendation: Support (Y= 4/N= 0)

Summary
This bill would:

- Require all private and public health facilities licensed as general acute care hospitals or skilled nursing facilities to take steps to comply with the United States Supreme Court decision in Olmstead v. L.C. by Zimring (1999) 527 U.S. 581, regarding community placement of disabled persons.
- Require the Secretary of California Health and Human Services to adopt a statewide uniform patient assessment instrument and would require the facilities to adopt patient assessment procedures that are in compliance with that instrument.

2. **A.B. 654** California Compassionate Choice Act (Berg) **ACTION ITEM**
Legislative Committee Recommendation: Support (Y= 3/N= 1)

Summary
This bill would:

- Enact the California Compassionate Choice Act, which would authorize an adult who meets certain qualifications, and who has been determined by his or her attending physician to be suffering from a terminal disease, as defined, to make a request for medication for the purpose of ending his or her life in a humane and dignified manner.
- Establish procedures for making these requests.
- Further provide that no provision in a contract, will, or other agreement, or in a health care service plan contract, policy of disability insurance, or health benefit plan contract, shall be valid to the extent it would affect whether a person may make or rescind a request for medication for the purpose of ending his or her life in a humane and dignified manner.
- Prohibit the sale, procurement, or issuance of any life, health, or accident insurance or annuity policy, or the rate charged for any policy, from being conditioned upon or affected by the request.
- Require that nothing in its provisions be construed to authorize ending a patient's life by lethal injection, mercy killing, or active euthanasia, and would provide that action taken in accordance with the act shall not constitute suicide or homicide.
- Provide immunity from civil or criminal liability or professional disciplinary action for participating in good faith compliance with the act.
- Provide that willful alteration or forgery of a request with certain intent, and coercion or exertion of undue influence on a patient to make a request, are felonies, thereby imposing a state-mandated local program.
- Require the State Department of Health Services to adopt regulations regarding the collection of information to determine the use of and compliance with the act, and would require the department to annually review a sample of certain records and make a statistical report of the information collected.
- Provide that no reimbursement for local agencies and school districts is required by this act.

3. **A.B. 1605** Elder and Dependent Adult Abuse (Wolk, et. al.) & **S.B. 1018** Elder and Dependent Adult Abuse (Simitian, et. al.) **ACTION ITEM**
Legislative Committee Recommendation: Support (Y= 3/Abs= 1)

Summary
These two bills would:

- Include within the existing reporting requirements mandated reporters of suspected financial abuse, as defined, and would, with certain exceptions, make the related misdemeanor provisions applicable to mandated reporters of suspected financial elder abuse, as defined, thereby imposing a state-mandated local program by changing the definition of a crime.

4. **S.B. 810** Parking: Driveways (Speier) **ACTION ITEM**
Legislative Committee Recommendation: Support (Y= 3/N= 1)

Summary
This bill would:

- Authorize a city or county by ordinance, to permit parking on a portion of a sidewalk, or with the body of the vehicle extending over a portion of a sidewalk, if the ordinance allows a vehicle to park only in a residential driveway, applies only to parking of vehicles between darkness, as defined, and 8 a.m., except that a vehicle displaying special license plates or a distinguishing placard is not subject to the time limitation, and limits the parking in a manner that maintains at least 5 feet of uninterrupted and straight sidewalk either behind or in front of the vehicle, as prescribed.

E. San Francisco's Long-term Care Coordinating Council Report: *Luis Calderon*

F. Board of Supervisors Report: *Lee Jessor & Jessica Bay*

8. NEW BUSINESS

A. Consideration of the Advisory Council Resolution to endorse the San Francisco's Long-Term Care Coordinating Council's action regarding the need for supportive housing and assisted living in San Francisco, and specifically the need for assisted living as part of the rebuild of Laguna Honda Hospital.

ACTION ITEM

9. PUBLIC COMMENT

10. ADJOURNMENT

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, May 18, 2005
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE APRIL 20, 2005 ADVISORY COUNCIL MEETING MINUTES**
4. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Darrick Lam*
   C. Board of Supervisors Report: *Lee Jessor & Jessica Bay*
   D. Services and Programs Advisory Committee Report: *Shireen McSpadden*
   E. Publicity and Public Relations Committee Report: *Bob Lipman*
   F. Sacramento Report: *Bill Hollabaugh*
   G. Joint Legislative Committee Report: *George Schofield*
      1. **A.B. 484** *Elder and dependent adults: theft or embezzlement by caretaker* (Benoit) **ACTION ITEM**
         Legislative Committee Recommendation: Oppose (Y = 3, N = 1)
         Summary
         This bill would:
         - Make it a felony when the caretaker steals or embezzles for a second or subsequent time against an elder or dependent adult, regardless of the value of money or property.

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2. **S.B. 308** *Recording fees: Elder and Dependent Adult Financial Abuse Prevention Trust Fund* (Simitian) **ACTION ITEM**
Legislative Committee Recommendation: Support (Y = 4, N = 0)
Summary
This bill would:
- Provide that upon resolution by a county board of supervisors an added fee of up to $2 shall be paid at the time of recording certain real estate instruments. The fees are to be placed in an Elder and Dependent Adult Financial Abuse Prevention Trust Fund and distributed to eligible government agencies or offices for the purpose of deterring, investigating, and civilly prosecuting the financial abuse of elder and dependent adults in the context of real estate transactions.

H. San Francisco's Long-term Care Coordinating Council Report: *Luis Calderon*

5. OLD BUSINESS

A. Site Visits Report

B. Supervisor Visitation Effort

6. NEW BUSINESS

A. Consideration of the Advisory Council Resolution to endorse the San Francisco's Long-Term Care Coordinating Council's action regarding the need for supportive housing and assisted living in San Francisco, and specifically the need for assisted living as part of the rebuild of Laguna Honda Hospital.

ACTION ITEM

B. Controller's Audit Report on Department of Aging and Adult Services (Audit Number 04001P) and Staff's Response

C. Advisory Council Membership Participation in Committees

7. PUBLIC COMMENT

8. ADJOURNMENT

Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, June 15, 2005
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

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2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE MAY 18, 2005 ADVISORY COUNCIL MEETING MINUTES**
4. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Darrick Lam*
   C. San Francisco's Long-term Care Coordinating Council Report: *Luis Calderon*
   D. Board of Supervisors Report: *Lee Jessor & Jessica Bay*
   E. Services and Programs Advisory Committee Report: *Shireen McSpadden*
   F. Publicity and Public Relations Committee Report: *Bob Lipman*
   G. Sacramento Report: *Bill Hollabaugh*
   H. Joint Legislative Committee Report: *Marylouise Allen Lovett*
      1. **A.B. 179** *Residential Care Facilities for the Elderly (Bermudez)* **ACTION ITEM**
         Legislative Committee Recommendation: Support (Y = 3, N = 0)
         Summary
         This bill would:
         - Require the personal rights form made available by the Department of Social Services Community Care Licensing Division to residential care facilities for the elderly to include a statement regarding procedures for reporting known or suspected elder or dependant adult abuse, including a toll-free telephone number of the State Long-Term Care Ombudsman's CRISIS line and a blank space for the telephone number of the nearest organization for long-term care ombudsman activities.

Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

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2. **S.B. 516** *Fire Protection; Residential Care Facility for the Elderly (Ortiz)* **ACTION ITEM**
Legislative Committee Recommendation: Support (Y = 3, N = 0)
Summary
This bill would:
- Require residential care facilities for the elderly that house or care for no more than 6 clients or residents, to have an approved, operable automatic fire sprinkler system if they are licensed as of January 1, 2009. Requires the State Fire Marshal to adopt regulations to implement these provisions, including addressing those fire safety features no longer required of a licensee after an operable automatic fire sprinkler system has been installed.

I. Health Committee: *Lisa Luna*

5. OLD BUSINESS

A. Site Visits Report

B. Supervisor Visitation Effort

C. Controller's Report Follow Up

6. NEW BUSINESS

7. PUBLIC COMMENT

8. ADJOURNMENT

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, July 20, 2005
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE MAY 18, 2005 ADVISORY COUNCIL MEETING MINUTES**

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4. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Anne Hinton*
   C. Health Committee: Lisa Luna
   D. San Francisco's Long-Term Care Coordinating Council: *Luis Calderon*
   E. Board of supervisors Report: Jessica Bay
   F. Services and Programs Advisory Committee Report: *Shireen McSpadden*
   G. Sacramento Report: *Bill Hollabaugh*
   H. Joint Legislative Committee Report: *Mary Louise*
   I. Publicity and Public Relations Committee Report: *Bob Lipman*

5. **OLD BUSINESS**
   A. Site Visits Report
   B. Review Budget FY 2005-06

6. **NEW BUSINESS**
   A. San Francisco LGBT Aging Issues (Tentative)

7. **PUBLIC COMMENT**

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8. **ADJOURNMENT**

Department of Aging and Adult Services
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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, September 21, 2005
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

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1/05

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE JULY 20, 2005 ADVISORY COUNCIL MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Anne Hinton*
   C. Health Committee: *Lisa Luna*
   D. San Francisco's Long-Term Care Coordinating Council: *Luis Calderon*
   E. Board of Supervisors Report: *Lee Jessor/Jessica Bay*
   F. Services and Programs Advisory Committee Report: *Shireen McSpadden*
   G. Sacramento Report: *Bill Hollabaugh*
   H. Joint Legislative Committee Report: *Mary Louise*
   I. Publicity and Public Relations Committee Report: *Bob Lipman*

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5. **OLD BUSINESS**
   A. Site Visits Report
   B. Discussion with Program Analysts

6. **NEW BUSINESS**
   A. Review goals for Area Plan
   B. San Francisco LGBT Aging Issues (Tentative): *Bill Hollabaugh*

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

Department of Aging and Adult Services
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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, October 19, 2005
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

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AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE SEPTEMBER 21, 2005 ADVISORY COUNCIL MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Anne Hinton*
   C. Reports that require the feedback from Advisory Council Members **ACTION ITEM**

5. **OLD BUSINESS**
   A. Site Visits Report
   - Approve form and introductory letter **ACTION ITEM**
   - Assign Advisory Council members to each agency **ACTION ITEM**

6. **NEW BUSINESS**
   A. Setting goals for FY 2005-06
   B. Electing a Nominating Committee
   - Require three members elected by the full membership to present a slate of candidates for officers to be voted on the December Advisory Council meeting. **ACTION ITEM**

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, November 16, 2005
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE OCTOBER 19, 2005 ADVISORY COUNCIL MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Anne Hinton*
   C. Sacramento/TACC Report: *Bill Hollabaugh*
   D. Health Committee Report: *Lisa Luna Smith*
   E. Nominating Committee Report: *Luis Calderon*

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5. **OLD BUSINESS**
   A. Setting goals for FY 2005-06: *Luis* Calderon
   B. Review Committee Report Form: *Edna James*
   C. Site Visits Report: *Cathy Russo*
      1) Update

6. **NEW BUSINESS**
   None

7. **PUBLIC COMMENT**

8. **ADJOURNMENT at 11:00 am to discuss the site visit interview process led by Anne Hinton.**

Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, January 18, 2006
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE DECEMBER 21, 2005 ADVISORY COUNCIL MEETING MINUTES**
4. **REPORTS**
   A. President's Report: *George Schofield*
   B. Director's Report: *Anne Hinton*
   C. Health Committee Report: *Lisa Luna*
5. **OLD BUSINESS**
   A. Review of Membership Term Expiration: *George Schofield*
   B. Taxi Service for Elderly/Disabled Update: *Jessica Bay*
6. **NEW BUSINESS**
   A. Area Plan Update: *Dan Kelly*
   B. Advisory Council Handbook: *George Schofield*
   C. Advisory Council Recruitment Brochure: *George Schofield*
7. **PUBLIC COMMENT**
8. **ADJOURNMENT**

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, February 15, 2006
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

/06

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE JANUARY 18, 2006 ADVISORY COUNCIL MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *George Schofield*
   B. Director's Report: *Anne Hinton*
   C. Sacramento/TACC Report: *Bill Hollabaugh*
   D. Legislative Committee Report: *Vera Haile*
   E. Finance Committee Report: *Bill Hollabaugh*
   F. Health Committee Report: *Lisa Luna*

5. **PRESENTATION**
   A. Latino Partnership Report: *Rosario Navarrette*

6. **OLD BUSINESS**
   A. SSI Cuts: *Vera Haile* **Action Item**
   B. Update on Renewal of terms/Recruitment of new members: *George Schofield*
   C. Management of Site Visits: *Cathy Russo*
   D. Joint Legislative/Finance Committee: *George Schofield*
   E. Update of Projects Underway: *George Schofield*

7. **NEW BUSINESS**
   A. Budget Fiscal Year 2006-07: *Vera Haile and Bill Hollabaugh* **Action Item**
   B. Update on Taxi Service for Elderly/Disabled: *Jessica Bay*

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, March 15, 2006
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE February 15, 2006 ADVISORY COUNCIL MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *Vice-President Luis Calderon*
   B. Director's Report: *Anne Hinton*
   C. Legislative Committee Report: *Vera Haile & Anne Hinton*

5. **OLD BUSINESS**
   A. Latino Partnership Presentation and Advisory Council Discussion **Action Item**
   B. CSL Elections **Action Item**
   C. Management of Site Visits: *Cathy Russo*
   D. Joint Legislative/Finance Committee: *George Schofield*

6. **NEW BUSINESS**
   A. Sample AC/Commission Appointment Recuitment Brochure
   B. Update on Taxi Service for Elderly/Disabled **Action Item**
   C. Advisory Council position on the Commission Agenda

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

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ACCESSIBLE MEETING POLICY

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, May 17, 2006
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE APRIL 19, 2006 ADVISORY COUNCIL MEETING MINUTES**

4. **REPORTS**
   A. President's Report: *George Schofield*
   B. Director's Report: *Anne Hinton*
   C. Sacramento/TACC Report: *Bill Hollabaugh*
   D. Legislative Committee Report: *Vera Haile*
   E. Health Care Committee Report: *Lisa Luna-Smith*
   F. Finance Committee Report

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5. **PRESENTATION**
   A. Discussion of Area Plan and Needs Assessment
      1. Baby Boomer Plan Item and Advisory Council Responsibility: *Dan Kelly, Densie Cheung*

6. **OLD BUSINESS**
   A. Advisory Council Approved Update Of Area Plan
   B. Latino Partnership Presentation and Advisory Council Discussion Follow-up
   C. Management Of Site Visits: *Cathy Russo*
   D. Advisory Council Member Handbook Update: *Cathy Russo*

7. **NEW BUSINESS**
   A. Performance and Commitment to Advisory Council
   B. Recruitment Criteria/Selection Criteria *Dan Kelly, Densie Cheung*
   C. Commission Appointed and Supervisor Appointed Positions
   D. Upcoming Speakers

7. **PUBLIC COMMENT**

8. **ADJOURNMENT**

Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

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DATE:	Wednesday, June 21, 2006
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**

2. **APPROVAL OF THE AGENDA**

3. **APPROVAL OF THE MAY 17, 2006 ADVISORY COUNCIL MEETING MINUTES**

4. **INTRODUCTION OF GUEST(S)**
   A. Anne Warren
   (Of the California Senior Legislation)

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5. **REPORTS**
   A. President's Report: *George Schofield*
   B. Director's Report: *Anne Hinton*
   C. Sacramento/TACC Report: *Bill Hollabaugh*
   D. Legislative Committee Report: *Vera Haile*
   E. Nominating Committee Report: *Anne Kirueshkin, Luis Calderon*
   F. Health Care Committee Report: *Lisa Luna-Smith*
   G. Finance Committee Report

6. **OLD BUSINESS**
   A. Latino Partnership Presentation and Advisory Council Discussion Follow-up;
   (To be put on the Commission Agenda as an action item)
   B. Management and Progress – Site Visits: *Cathy Russo*
   C. Advisory Council Member Handbook Update: *Cathy Russo*
   D. Baby Boomer Needs Project
   E. Committee and Ad Hoc Projects Possibilities: *Luis Calderon*

7. **NEW BUSINESS**
   A. Speaker and Q&A, Sima Dahi, Senior Executive Director, Meals on Wheels

8. **PUBLIC COMMENT**

9. **ADJOURNMENT**

Department of Aging and Adult Services
ACCESSIBLE MEETING POLICY

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City and County of San Francisco
Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, July 19, 2006
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE JUNE 21, 2006 ADVISORY COUNCIL MEETING MINUTES**
4. **INTRODUCTION OF GUEST(S) AND NEW ADVISORY COUNCIL MEMBERS**
5. **REPORTS**
   - A. President's Report: *George Schofield*
   - B. Director's Report: *Anne Hinton*
   - C. Sacramento/TACC Report: *Bill Hollabaugh*
   - D. Legislative Committee Report: *Vera Haile*
   - E. Nominating Committee Report: *Anne Kirueshkin, Luis Calderon*
   - F. Commission Finance Committee Report
6. **OLD BUSINESS**
   - A. Management and Progress – Site Visits: *Cathy Russo*
   - B. Advisory Council Member Handbook Update: *Cathy Russo and Lisa Luna*
   - C. Baby Boomer Needs Project: *Luis Calderon*
   - D. Committee and Ad Hoc Projects Possibilities: *Luis Calderon*
7. **NEW BUSINESS**
   - A. Discussion of Transportation issues under new contracts including possible visit by representative(s) of Para Transit and Muni; decision on next steps
   - B. African American Partnership – disparity of services to African Americans in SF City and County
8. **PUBLIC COMMENT**
9. **ADJOURNMENT**

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Advisory Council to Aging And Adult Services Commission
Meeting Notice

DATE:	Wednesday, September 20, 2006
TIME:	9:30 a.m.
PLACE:	875 Stevenson Street, 3/F Golden Gate Conference Room

AGENDA

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1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF THE AUGUST 16, ADVISORY COUNCIL MEETING MINUTES**
4. **INTRODUCTION OF GUEST(S) AND NEW ADVISORY COUNCIL MEMBERS**
5. **REPORTS**
   A. President's Report: *Luis Calderon*
   B. Director's Report: *Anne Hinton*
   C. Legislative Committee Report: *Vera Haile*
   D. Nominating Committee Report: *Anne Kirueshkin, Edna James*
6. **OLD BUSINESS**
   A. Site Visit Progress Report: *Cathy Russo*
   B. Advisory Council Member Handbook Update: *Cathy Russo and Lisa Luna*
   C. Baby Boomer Needs Project: *Luis Calderon*
   D. African American Partnership Request Status: **Action Item**
   E. Follow-up Discussion on Paratransit Issues and Possible Next Steps: *Luis Calderon*
7. **NEW BUSINESS**
   A. Resource Centers for Senior and Adult with Disabilities Annual Report FY 2005-06:
   Betty Williams, Executive Director, Network for Elders
8. **PUBLIC COMMENT**
9. **ADJOURNMENT**

Department of Aging and Adult Services
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